

Faculty Assembly (FA)
Minutes of the Meeting
1-2:05 pm September 30, 2015
Alumni Lounges
Number of Faculty Attendees: 121

1) FA President Rainforth's report

- a) Approval of May 20, 2015-Minutes of Meeting
 - i) The minutes of the meeting was approved
- b) Update on Campus Safety by Ms. Donna Singer, Director of Emergency Planning and Business Continuity.
 - i) Director Singer confirmed that they had identified a gap in the campus lockdown alert system process, wherein students in class are asked by faculty to shut down their smartphones, which had originally been assumed to always be available to receive campus alerts. Hence, addressing that gap, all campus computers have a desktop alert that will be activated during campus emergencies. Additionally, Alert Beacons will also be installed in all classrooms, thus closing the gap created by unavailability of phones for alerts.
 - ii) Ms. Singer also stated that an RFP will be sent out to the cabinet for their review and feedback related to campus safety and campus lockdown processes
 - iii) It was mentioned that she had checked and identified all classrooms that could and could not be locked from the inside and was in the process of getting locks fixed in latter.
 - iv) She further stated that the computer alert system application could be downloaded on laptops, however, it would be active only whilst the laptop is on the Ramapo network.
 - v) A mobile app, called crisis manager, is available for download. It contains a series of emergency protocols for various scenarios from medical emergencies, sexual assault to international travel. Any updates will automatically be notified to users.
 - vi) Ms. Singer also mentioned that they had engaged in table-top exercises with the cabinet and the managers and were planning additional such exercises, wherein they discuss hypothetical scenarios and identify what they all could do to address such an emergency situation.
 - vii) Ms. Singer will provide President Rainforth with links to these various apps/software, for dissemination to faculty. All questions and concerns should be sent to Ms Singer via email at dsinger@ramapo.edu
 - viii) FA members mentioned it would be useful to review an article in the New York Times about how the school is the safest place to be during a lockdown in case of any shooting incidents.
- c) Update on 2014-2015 agenda items.
 - i) Title IX: we've been notified of new campus procedures. As soon as the video of the May Faculty workshop is made available, we will ensure that a link to the video would be available on the FA website.
 - ii) Mentoring new faculty: new this semester, new faculty have a course release and FRC-based workshops.
 - iii) Several task forces' details were pending, and several more are still in progress.

- iv) To enhance communication, Unit council meetings have allotted time for committee representatives to take inputs and receive feedback and then take that back to their respective task forces or committees.
- v) Faculty fora have been scheduled after FA meetings to share all information or clarify doubts related to any committee's or task force's work
- d) FA/FAEC agenda for the 2015-2016 academic year. FAEC has identified some items already:
 - i) Task Forces: General Education and Class Schedule task forces are working. The Experiential Learning task force has been working with the Gen Ed TF, and is pending a GE decision. The Service task force will be sending a survey out for inputs from everyone.
 - ii) Detailing the issues related to communication and trust as raised by the Full Professors Forum (FPF), President Rainforth explained that several methods to restore effective communication and trust were being suggested and if faculty had thoughts about it, they could share it.
- e) A note from the registrar's office required two items to be attended to:
 - i) All classes that changed the settings or furniture in any class should restore it to its original setting before they leave the classroom.
 - ii) Consumables by students can be allowed into the classroom but the student would be responsible for cleaning up after.
 - iii) If faculty were teaching a hybrid course, it must be stated so prior to class scheduling (that is, when the convening group works on the course schedule) to ensure that classrooms that are not being used are known about beforehand.

2) President Mercer's report

- a) President Mercer discussed the details of Sunday's accident involving a Ramapo College student and responded to FA members' queries about how we might be able to avoid such incidents in the future. President Mercer assured the members that he is in talks with all involved parties and is taking into consideration several ways of addressing this issue. Members suggested in addition to outreach to parents, coaches and instructors, emphasis must be placed on educational seminars and awareness, which must be made compulsory for all incoming students, including transfer students. The President agreed with the suggestions and confirmed he would follow-up with the same.

3) Introduction of new faculty (by Deans)

- a) Dean Saiff of TAS introduced Dr. Benjamin Fine, Assistant Professor of Computer Science.
- b) Dean Rice of SSHGS introduced three new faculty members, Dr. Cathy Moran Hajo, Assistant Professor of History & Director of the Jane Addams Papers Project; Dr. Carolee Klimchock, Assistant Professor of American Studies; and Prof. Hugh Sheehy, Assistant Professor of Creative Writing/Literature.
- c) Dean Perry of CA introduced four new faculty members, Prof. Joel Weissman, Assistant Professor of Art; Prof. Danielle Catona, Assistant Professor of Communication Arts;

Prof. Michael Bullock, Assistant Professor of Music; and Prof. Andrew Hadel, Assistant Professor of Communication Arts.

- d) Dean Lorenz of SSHS introduced Dr. John McTighe, Assistant Professor of Social work.
- e) Dean Chakrin of ASB introduced Dr. Enrique Nunez, Associate Professor of Management; and Prof. Rosemary Ervin, Assistant Professor of Accounting.

4) Election: GECCo, International Issues rep

- a) There was only one nominee, Dr. Erin Augis from SSHS, who was introduced by President Rainforth. A call was made to vote for the candidate. Total Votes-121; Yes-93%; No-5% and Abstention-2%. The candidate, Dr. Erin Augis was elected as the GECCo International Issues representative.

5) Election: FA Secretary, 2015-2017

- a) There was only one nominee, Dr. Mark Skowronski from ASB, who spoke briefly about his interest in the position. A call was made to vote for the candidate. Total Votes-116; Yes-94%; No-5% and Abstention-1%. The candidate, Dr. Mark Skowronski was elected as the FA Secretary, 2015-2017.

6) Election: Board of Trustees Finance Committee rep.

- a) There was only one nominee, Dr. Juan Cabrera from ASB, who was introduced by President Rainforth. A call was made to vote for the candidate. Total Votes-120; Yes-88%; No-9% and Abstention-2%. The candidate, Dr. Juan Cabrera was elected as the Board of Trustees Finance Committee representative.

7) Election: Board of Trustees Capital Improvements committee rep.

- a) There was only one nominee, Dr. Sanghamitra Padha from SSHS, who spoke briefly about her interest in the position. A call was made to vote for the candidate. Total Votes-113; Yes-94%; No-6% and Abstention-2%. The candidate, Dr. Sanghamitra Padha was elected as the Board of Trustees Capital Improvements committee representative.

8) Discussion: FA's agenda for the year

- a) **President Rainforth opened the floor for discussions related to items the faculty would like to include in the FA's agenda for the year.**

- i) Faculty members raised concerns about the repeated hiring of external consultants to deal with financial deficits and asked if we could stop the outsourcing of such services. Members also wanted to know what it entailed and if everyone would be involved. President Rainforth mentioned that President Mercer had confirmed that the consultant would indeed be talking to the FA president, Prof. Jason Hecht and other members of the faculty and that the consultants' main purpose was to review the managerial/administrative positions and their impact on the budget. Members also wanted to know how much it was costing to hire these consultants and were they also looking at caps on administrative positions' salaries.
- ii) Faculty members also raised concerns about the lack of support for the Library. They stated how it is not a safe environment to store valuable archived data. Considering that the first and second floors of the Library were recently flooded and that there were mushrooms growing on their brand new carpet, it would be helpful if there was support for its renovation or to sponsor a new building to house the library.

iii) Faculty also wanted to ensure that conveners are given course releases if we wanted to support the high volume of work that is required of the conveners.

The meeting was adjourned.

Minutes respectfully submitted by M. Sundararajan

Notes from Faculty Forum: 2:05-2:55 pm

A brief presentation was made by Dr. Eric Daffron, Vice Provost for Curriculum and Assessment, of the draft charge for the General Education Implementation Team. This document has already received feedback from FAEC, Gen Ed TF2, and ARC. Faculty are invited to provide additional feedback.

Gen Ed Task Force II presented a revised proposal for the Distribution Categories. Their next presentation will be on the Language requirement.

Faculty Forum notes submitted by E. Rainforth.