

Faculty Assembly Executive Council Meeting Minutes

April 1, 2015

ASB-230

900 AM -1125 AM

Present: Emma Rainforth, Rebecca Root, Kim Lorber, Susan Eisner, Bonnie Blake, Ken McMurdy, Jonathan Lipkin, Susan Kurzmann

Excused absence: Tae Kwak

Secretary: Dean Chen

Guests: President Peter Mercer, Provost Beth Barnett

1. Approval of FAEC minutes from 3/25
 - a. Approved

2. Planning the agenda for FA on 4/8:
 - a. Gen Ed: There may be a vote on the Gen Ed report at this FA meeting.
 - i. FAEC members discussed whether amendments will be allowed to be proposed to modify and/or remove particular provision(s) or course(s) from the Gen Ed report as these amendments could change the outcomes and affect the entire new Gen Ed structure.
 - ii. Roberts Rules allows for amendments.
 - iii. FAEC reviewed procedure by which TFAEE presented its report and explained their recommendation that the report be voted on as a whole.
 - iv. FAEC suggested that past practice be shared with Gen Ed Task Force. VP Rebecca Root volunteered to do that.
 - b. Schedule Task Force
 - i. Composition and nature of the Schedule Task Force was reviewed. As discussed at last week's FA, we have asked that this be a Provost (rather than FA or FAEC) task force. The Provost has agreed and President Rainforth has shared with her the draft charge that we had drawn up. Reps will be selected at Unit Councils today. There was discussion about who the FAEC rep will be, and President Rainforth was selected; the FAEC rep is the non-voting liaison between FAEC and the Schedule TF.
 - ii. The Provost will charge the TF after the FA meeting.
 - iii. Results of the faculty survey to be conducted this week on Scheduling will be given to the Schedule Task Force.

3. Discussed the draft faculty survey regarding the interim schedule, and provision for Conveners/Program Coordinators to provide additional feedback to the survey from that perspective. This will be an FAEC survey. The Provost has seen the survey and provided some feedback (given that the data will be utilized by the Schedule TF). Emma will send this out in the next day or so.

4. Meeting with President Mercer and Provost Barnett:
 - a. The Provost confirmed the formation of the Schedule Task Force.
 - b. The Provost will charge the Task Force on Wed (4/8) after the FA meeting.
 - c. President Mercer talked about a recent incident in which Ramapo's baseball team players allegedly ran after a deer (possibly brandishing sticks) on campus, and which is being reported by the media. The President stated that the reported behavior is being investigated and, if it is as reported, is unacceptable and insensitive. FAEC queried re: accountability of the baseball team coach and staff for the team players' behavior. President Mercer discussed managers' accountability. President Mercer will review the incident report and follow up on this issue in the next FA meeting.
 - d. Rep. Susan Eisner queried about the search for the Dean of Students. The President responded that it is an internal search at this stage, which seeks to determine if there are compelling internal candidates. If none emerge, such searches then also look for external candidates. There is a faculty representative on the search committee (Stephanie Sarabia, Social Work).
 - e. Rep. Kim Lorber brought forward a question about sick students in classes and asked whether there is any guidance to dismiss/excuse students who could be contagious. Provost Barnett noted that attendance policy is decided by individual faculty members, and that constructing attendance policies that anticipate and accommodate such circumstances would provide the flexibility sought.
 - f. President Mercer reported that the recent Board of Trustees meetings have been focusing on the college budget. The state appropriation will remain flat for next year. The increased costs of benefits will be paid out of this appropriation (rather than with separate additional funding, counter to past practice), thus decreasing our appropriations for general operations and programmatic needs.
 - g. The BoT is also looking into the sexual assault incident that happened in November 2014. The Provost stated that the consultants will have a report in May.
 - h. Rep. Bonnie Blake asked about cyber-security in the context of this week's breach at Fairleigh Dickinson & Rutgers. The Provost noted that the ITS is proactive in combating issues. The Provost also stated that the Banner malfunction on Monday was due to a hardware (motherboard) failure and that a replacement and backup have been obtained. The problem has been resolved, and our IT team is alert about these incidents.
 - i. Provost Barnett and Eric Daffron will attend the Middle States Conference next week. They will forward information about these conferences to FAEC in the future should they be interested to participate or to learn more about the details of these conference meetings. The Provost will query Eric re: information gleaned at the upcoming conference that may be of interest to faculty and, if so, ask that information be shared with the faculty.

5. Separate Meeting with Provost Barnett (after President Mercer left):
 - a. The FAEC and Provost continued their discussions on the faculty survey and Charge/Membership of the Scheduling TF. The Provost will have the draft Charge ready by tomorrow (Thursday).
 - b. Discussed the timeline and processes of the Schedule TF.
 - c. The Schedule TF will start working right after they are charged on April 8th. They will be provided with the results of FAEC's faculty survey. We envision that the two SGA reps will (with the TF's assistance) prepare a student survey to provide additional information. The Provost stressed that we need to have the Spring schedule in place ASAP. We suggested that FAEC reps ask their units if they would be willing to move convening group meetings to 4/29 (from 4/22) and use the 4/22 time for an FA meeting, the agenda of which would include the Schedule TF report. This would enable the recommendations on the Spring 2016 schedule to be presented to the Provost on 4/22, and, if the Provost accepts the proposal, convening groups can work on and submit their Spring schedules on 4/29.
 - d. The Schedule TF will continue its work in early Fall 2015 to gather further data (i.e., enrollments of freshmen/new transfers) and explore the structure of a permanent schedule starting in Fall 2016.
 - e. President Rainforth asked FAEC unit reps to survey their faculty members at the Unit Council meetings today whether they will be amendable to move the convening group meetings from April 22 to April 29 and have the FA on April 22 instead.
 - f. The Provost is unable to make a decision yet regarding the TFAEE report. Overall, she stated she views the recommendations favorably; there remain some unresolved aspects, such as lab scheduling, that require further discussions with the AFT.
6. Pursuant to Rep. Lorber's request to close the next FA meeting in order to have a discussion on the Fall 2015 schedule, we will instead hold an Open Faculty Forum on April 22 after the FA meeting, in the same room (H129 has been requested).
7. Report on the Full Professors Forum (by Rep. Jonathan Lipkin)
 - a. A "crisis situation" was discussed, and President Mercer will get back to the Full Professors.