

**Faculty Assembly Executive Council (FAEC) Meeting Minutes**  
**October 21, 2015**  
**ASB: 007-008**  
**9:45 AM to 11:00 AM**

**Attendees:** Emma Rainforth, Rebecca Root, Renata Gangemi, Bonnie Blake, Ken McMurdy, Susan Kurzmann, Eva Ogens, Roark Atkinson, Susan Eisner

**Secretary:** Mark Skowronski

**Guests:** Beth Barnett

- 1) Approval of FAEC minutes from October 14, 2015
  - a. Approved.
  - b. The Secretary will continue to use Google Docs for edits of the draft minutes by members.
- 2) FA President Emma Rainforth's Report
  - a. Last week, Prof. Rainforth met with the consultants from Grant Thornton Associates. Prof. Jason Hecht (ASB) also met with these consultants and gave them an abbreviated version of the presentation he gave to Faculty Assembly (FA Budget Committee).
    - i. The consultants indicated that their focus is on identifying administrative inefficiencies (not academic programs or faculty lines). They are also identifying ways that the College can use technology more effectively.
    - ii. Prof. Rainforth communicated the following concerns of faculty:
      1. The College *appears* to move administrators among job titles rather than reducing the number of administrative positions. In addition, it *appears* that several individuals have been moved from AFT professional staff positions to non-union, lower-level managerial titles.
      2. Ramapo now has five VP titles (up from three). Communication among the VPs appears to often be lacking.
      3. Research grants are run solely through the Foundation; Is College overhead getting back to the College?
      4. The Faculty is concerned with fundraising / institutional advancement priorities.
      5. There are concerns about the Provost's requirement that every academic program needs to be revenue neutral/generating.
    - iii. As several members would like to communicate additional concerns (e.g., issues with facilities, inability of deans to be primary fundraisers for their schools), the FAEC discussed sending the consultants a follow-up email.
    - iv. The consultants appear to be referencing the President's Financial Sustainability Committee report. The FAEC has only seen a PowerPoint version of this report and not the report itself, which

may not even exist (even though its recommendations may affect program decisions – e.g., labs).

- v. The consultants do not appear to have the Task Force on Academic Excellence & Engagement's report or the FA Budget Committee's report. Prof. Rainforth will provide them with these documents.
- vi. Several members of the FAEC would like more information about the financial reports the administration uses for decision making and forecasting. Which reports indicate where the College is losing money?

### 3) Provost Beth Barnett's Report (10:30am -11:00am)

- a. In response to a question, the Provost referred the FAEC to Cathy Davey regarding a rumor that a large donor to the College has defaulted on a significant financial pledge. FAEC also had questions about whether pledged donations are reported as income in the year the pledge is made (rather than the year the monies are received), to which the Provost again referred the FAEC to President Mercer or the Vice President of Institutional Advancement.
- b. The Provost was asked whether a comprehensive and detailed report about college spending and finances exists. She indicated that the Board of Trustees reviews the detailed budget and the public Board packets have a quarterly accounting report. The Provost indicated that detailed information would be available from the Controller or the Director of Budget and Fiscal Planning.
- c. The Provost stated that Ramapo is a highly leveraged institution and that the age of the College creates obstacles to large-scale fundraising. As a 40 year old institution, our alumni are only beginning to reach the age where one typically thinks about including bequests in estate planning. In response to a question about her view of the Deans' role/ability to be primary fundraisers for their schools, the Provost suggested that Deans should be engaged in fundraising efforts (as is typically the case in other institutions).
- d. There was a discussion about the possibility of having the Bookstore order a desk copy (which is free with an order) of books faculty are ordering for classes and sending those desk copies to be placed on Library Reserve so that students experiencing financial difficulty could have that burden reduced. Some members of the FAEC had previously been told that this is against library policy; discussion suggested that may be a misunderstanding - that it is library policy not to *buy* editions of books that are ordered for class, but that donated (or loaned) copies, provided by faculty members, can be put on Reserve. The Provost queried if the library has capacity to store these books. FAEC rep for the library will explore this possibility.
- e. The Provost and several members of the FAEC expressed an interest in making the FA Budget Committee a standing committee.
- f. The Provost made the following announcements:

- i. The COPLAC conference will occur this weekend at Ramapo.
  - ii. The administration is currently interviewing candidates for the VP for Administration and Finance position.
  - iii. The administration is again reviewing Marketing and Communication structure and reporting.
  - iv. The Dean's Council is discussing how classrooms are allocated across the schools. They are working on creating a process for equitable allocation.
- 4) Next Week's Faculty Assembly (FA)
  - a. The following were identified as possible agenda items for next week's FA:
    - i. The need for the Provost to make clear to the faculty the consequences of not passing the Gen Ed changes the Task Force will be recommending to the faculty. The Gen Ed vote will occur before December's FA.
    - ii. Formally charging the Library Renovations Task Force. Roark Atkinson has already been identified for this committee.
    - iii. Nominations for FA President (nominees will speak at December's FA).
    - iv. Changes to the meeting schedule (i.e., keeping the same number of meeting slots but freeing up time for other meetings by collapsing the number of disciplinary/interdisciplinary convening group meeting time slots).
  - b. Due to the limited number of agenda items, the FAEC voted to cancel next week's FA. The above items will be communicated to the Faculty by email.
    - i. One member recommended that the email include a return receipt.
  - c. Next week's Faculty Forum will remain as scheduled.
- 5) Other Items
  - a. Commencement will be May 13. The College is seeking nominations for speakers (deadline Dec 31 – see Commencement website).
  - b. The FAEC is still looking for another Provost's Council rep. Provost's Council meets tomorrow (10/23).