

# Ramapo College of New Jersey

## Presidential Task Force on Artificial Intelligence

Charge (**DRAFT** – Updated 10.06.25)

### **Charge:**

Ramapo College of New Jersey is committed to remaining mission-focused and guided by our values as a premier public liberal arts institution that knows who we are, why we are here, and where we are heading. Artificial intelligence (AI) presents both opportunities and challenges to higher education. To ensure Ramapo engages this emerging technology with thoughtfulness, responsibility, and vision, President Jebb is convening a Presidential Task Force on Artificial Intelligence to complement the work currently underway within Teaching and Learning.

The Task Force is charged with studying the potential uses, implications, and impacts of AI across teaching, learning, research, operations, and student life, with the goal of offering recommendations that align with Ramapo's identity, values, and pursuit of national distinction.

### **Key Questions for the Task Force to Address:**

- 1. Mission Alignment & Institutional Identity**
  - How can Ramapo leverage AI in ways that strengthen our liberal arts mission, uphold our values, and differentiate us as a nationally distinctive institution?
- 2. Opportunities for Teaching, Learning, and Student Success**
  - In what ways can AI be responsibly used to enhance pedagogy, support faculty innovation, improve student engagement and success, and prepare graduates for a workforce shaped by AI?
- 3. Operational and Ethical Implications**
  - What are the risks, ethical considerations, and governance structures Ramapo must consider to ensure AI adoption is responsible, equitable, and protective of academic integrity, data privacy, and our community values?
- 4. Future Readiness & Strategic Positioning**
  - Who do we want to be with Artificial Intelligence, and how can Ramapo intentionally define that identity? How can the College position itself as a leader among liberal arts institutions in thoughtfully engaging AI, ensuring we remain future-ready and nationally recognized for innovation consistent with who we are?

**Purpose:**

The Presidential Task Force on Artificial Intelligence will be convened in the 2025/26 Academic Year to examine the current and emerging impact of artificial intelligence (AI) on Ramapo College's mission, operations, pedagogy, research, and student experience. The Task Force will develop recommendations to position Ramapo College to leverage AI responsibly and strategically while safeguarding academic integrity, equity, and ethical standards.

**Scope of Work:**

The Presidential Task Force will:

**1. Assess the Landscape**

- Review current and emerging AI technologies relevant to higher education, with attention to their implications for teaching, learning, research, student support, and administrative operations.
- Identify how peer institutions and industry partners are integrating AI, noting best practices and cautionary examples.
- Examine the broader external landscape, including federal and state policy developments, accreditation standards, and employer expectations, to ensure Ramapo's approach remains responsive and forward-looking.
- Identify AI technologies currently available for utilization by Ramapo College Faculty and Staff.
- Review the work of the Provost's Advisory Group on Artificial Intelligence in Teaching and Learning
- Engage campus-wide stakeholders—including students, faculty, and staff—through surveys, open forums, and focus groups to gather diverse perspectives and lend credibility to the Task Force's findings and recommendations.

**2. Academic Integration**

- Building upon the work from the Provost's Advisory Group, recommend frameworks for the use of AI in pedagogy, curriculum design, and student learning assessment.
- Identify opportunities to integrate AI literacy into general education and discipline-specific programs to prepare Ramapo students/graduates for a rapidly evolving workforce.

**3. Operational Applications**

- Explore how AI can be used to improve institutional efficiency, decision-making, and service delivery in core areas including (but not limited) to Student Well-Being, Outreach and Engagement, Operational Integration, and Fiscal Health.

#### **4. Ethics, Equity, and Governance**

- Review previously generated ethics statement and Use of AI in the Workplace Statement.
- Further develop guidelines that ensure AI implementation aligns with the College's values, legal responsibilities, and commitments to diversity, equity, and inclusion.
- As needed, recommend institutional policies on transparency, privacy, intellectual property, and the ethical use of AI by students, faculty, and staff.

#### **5. Recommendations and Implementation Planning**

- Propose short-term (next 12 months) and long-term (3–5 year) strategies for responsible AI adoption, including pilot projects, professional development, and resource requirements.
- Prioritize recommendations by feasibility and impact, identifying 2–3 immediate, implementable actions that can sustain momentum while longer-term strategies are developed.
- Recommend structures for ongoing governance and periodic review of AI-related policies and practices.

#### **Deliverables:**

The Task Force will present a final report to the President Jebb by March 1, 2026 that includes:

- A summary of findings from environmental scans and stakeholder consultations.
- Recommended policies, practices, and pilot initiatives for AI integration.
- An implementation roadmap with timelines, responsible parties, and resource needs.

#### **Ramapo AI Task Force Proposed Membership:**

The Task Force will be composed of (12) representatives from:

- Co-Chairs - Sandra Suarez and Frank Di Pentima

- (3) Faculty representatives from multiple disciplines (in consultation with FA leadership)
- LaQuan Norman & Cheyenne Shannon- (2) Professional staff from administrative units (as recommended Senior Management)
- Reilly Cox - Registrar's Office - Professional Staff representative from the RSA (Member-at large)
- Afrona Tozluoku - Student representatives (as recommended by SGA)
- Rob Doster - Information Technology leadership – CIO or designee
- TBD - Institutional research or assessment staff
- TBD - Library or instructional design staff
- ACE Fellow - Dr. Heinrich will participate as ex-officio member
- The President may appoint additional members or advisors as needed to serve ex-officio.

**Timeline:**

The Task Force will convene in **October 2025** and submit its final recommendations by **March 2026**, with periodic updates to the President and Mission Element Team throughout the process. A midway check-in, through a preliminary report or meeting with President Jebb, will provide an opportunity to share progress, raise key questions, and receive additional guidance before final recommendations are developed.