

Provost's Council Minutes
Held: February 24, 2011

Attendance: B. Barnett, E. Daffron, B. Langer, H. Nejad, S. Perry, L. Chakrin G. Tabback, L. Siecke, P. Rice, P. Chang, B. Goldstein, C. Romano, E. Rainforth, and Danielle Reed – Student Representative.

E. Daffron called the meeting to order.

- o The minutes from January 20, 2011 were approved.
- o Policy on Cross listing of courses –a short discussion before a motion was made for approval – the policy passed with one abstention.

Plex Policy – is now a combination of Plex for undergraduate credit and Glex for graduate course credit. It was suggested that a phrase be added in a footnote to the policy noting the definition of an adult student and adding the words civil union.

E. Daffron asked if there were a motion to recommend approval. The policy received a motion and second, and the policy passed unanimously with one change – to delete the note on the assessment fee on page 2 of the procedures.

College Honors Program Policy – B.Barnett – noted that procedures for the policy are within the documentation of the College Honors Program. Procedures for application will be set by the College Honors Advisory Board and approved by the Honors Director and the Provost.

H. Nejad – questioned “moral engagement” wording under number 1 of the policy and how the wording of this policy was any different in characteristics than those put forth in Ramapo’s Mission Statement. C. Romano noted that in Number 3 it should be reflected that the policy actually applies to all admitted students. Other suggestions were made on incorporating wording of old policy into the new one. B. Barnett will confer with the College Honors Program for clarification. E. Daffron will activate the policy into a 30-day review to return for consideration at the March meeting.

General Education Policy - revised– the original BOT policy stated that Ramapo College will have a General Education program. The Policy tries to define what should be achieved through the program. There were no procedures with the old policy so a set of procedures have been added to the new one.

Under Related Documents it was suggested to add: NJ Transfer agreement requirements for transfer students. It was also suggested that GECCo and ARC be spelled out in the policy.

E. Daffron will activate the policy into a 30-day review to return for consideration at the March meeting.

Course Enrichment Component Policy– this is a new policy developed from recommendations made by a Design Team report. The team was charged to develop policy and procedures for the Curriculum Enrichment Component. This policy will need procedures developed. B. Barnett is relying on bodies such as ARC, Faculty Assembly, FAEC and unit councils to make all and any recommendation on developing the procedures for this particular policy. When the policy comes back with procedures it will be put it into another month’s review. B. Barnett stressed that provost council members should help get this out for review by constituents and make clear that the Provost is looking for recommendations on procedures and on the policy.

A number of wording changes were suggested to the policy such as all “all regularly scheduled 4 credit undergraduate courses offered within the Ramapo College curriculum must include a course enrichment Component (CEC) consisting of a minimum of five (5) hours of outside-the-classroom experience.” While there is no requirement that a faculty member monitor the CEC, it is expected that the CEC be effectively addressed within the course syllabi (including learning goals and outcomes, assignments, grading and assessment and timeline for completion)....

B.Barnett said she will incorporate the recommendations made by this body and give it to C. Naporano to send out to all members with the Memorandum of Agreement on CEC between Ramapo College and the local AFT chapter. E. Daffron also sent this policy into a 30-day review to come back with draft procedures at the March meeting when it will probably be reactivated into review.

B.Barnett will ask that FAEC allow her to speak at 9:30 am in the coming week.

Importance of Participation:

There are 3 or more meetings of Provosts’ Council scheduled for the remainder of the semester. It is essential that all constituents are represented at both the March and April meetings as there will be a heavy agenda and policies that must be considered for approval.