

Dean's Council
Revised - Minutes, May 6, 2010

In attendance: J. Jeney, L. Chakrin, B. Langer, H. Nejad, S. Perry, L. Siecke and E. Rainforth.

Unit Work

B. Barnett opened the meeting asking for a summary of work to date in each unit in keeping with Academic Goals.

- **S. Rosenberg – SSHS** - said his unit felt that goals on diversity and recruitment do not belong to the faculty. Discussion continued on the role of curriculum in promoting diversity.
- **S. Perry – CA** - noted that there is concern about the amount of activity spent on strategic thinking and the lack of action to move plans forward.
- **L. Chakrin – ASB** - said his unit discussed career services and how ASB could prepare students to be better earners and learners.
- **ASB** also discussed diversity goals and will try to increase students of color by working with EOF and pairing approximately 15 mentors with 15 EOF students. This could be adopted as a strategic initiative.
- Some faculty has been discussing ways to grow programs in ASB, and some faculty are concerned about the unit losing focus.
- **B. Langer – TAS** - All programs wrote preliminary reports with one exception.
- Diversity – Carol Frischberg has been working on this with educational summer programs for high school students funded through an all-college grant. Unfortunately the program has not resulted in those high school students enrolling at Ramapo.
- There is also a commitment to service the students currently enrolled.
- **H. Nejad – AIS** - discussed the academic goals through his unit's convener groups. Questions were raised as to why this plan and goals were being done again. The group discussed the need for measurable outcomes, particularly in light of the middle states visiting team report.
- By October it is expected that various groups will have tightened up their documents and will be ready to meet and discuss institutional and school goals.

Middle States – B. Barnett has received a draft report from the Visiting Team representing the Middle States Commission on Higher Education. The visiting team is looking for outcomes similar to a grid format. This must be used for every course even if every course is not assessed. E. Rainforth indicated that ARC had adopted a mandatory outcomes and assessment grid for each course syllabus. There must be some degree of formative assessment.

- Seniors at Ramapo must take the CLA exam and faculty teaching a senior course must be encouraged to leave a day for students to take this test.
- GECCO - which is made up of representatives from each of the General Education Categories / Core Courses, must define measurable student learning outcomes for all areas of general education.
- B. Barnett would like to expand diversity at the college – particularly in age of students.
- She will also send the Middle States draft study to all deans.

Budget

- \$1.26 million dollars of cuts campus-wide were made yesterday. Student Affairs cuts were over \$600,000. Some money was gained from positions unfilled, and residence life returned some money.
- L. Siecke said that the library will be making budget cuts by cutting back on subscriptions and dropping part-time reference coverage.
- B. Barnett will provide opportunity for the Deans to be evaluated by the faculty this fall.

J. Jeney

- J. Jeney – presented on the convener inventory. She has asked the deans for a list of all conveners. She is looking for primary and secondary convening groups and is requesting that any deans who have not sent this list please do so. She would like to maintain the college's basic inventory.
- J. Faber will follow up on membership of primary and secondary convening groups.
- For the future, J. Jeney will gather and publish a listing of primary and secondary convening groups for each faculty member.
- Faculty Titles – Have to be consistent with majors offered at the College this is especially important for advertising.
- Business cards – faculty must receive signature approval from J. Jeney and staff must receive approval from HR.

Honors Convocation

- Quick Review included:

E. Rainforth to check into the cost of framing certificates for Honors Convocation.

For the future – impose a word limit for description of recipients of the awards.

The Director of the Honors Program proposed to the Provost that the awarding of honors cords for students in the Honors Program be moved from Honors Convocation. The Deans agreed.

Faculty Presence on Campus

The group discussed the need for greater faculty engagement with students and campus activities. Faculty presence on campus must be increased if student engagement and curricular vigor are to be achieved.