

## **Dean's Council Meeting**

Held: October 15, 2009

Attendees: B. Barnett, E. Rainforth, H. Nejad, L. Chakrin, C. Romano, J. Geller and R. Adhikari.

The meeting opened with the first item of business:

### **Immigration**

- Ramapo needs to keep compliant with new policies for immigration
- Green card applications will be processed in house.
- Most faculty have an H1 visa, but it is important to follow appropriate guidelines.
- H. Nejad requested more information about hiring international faculty. Points to clarify: division of labor and legality of asking about visa status. The international hiring issue was tabled for more review.

### **Academic Standing/Academic Integrity Policy**

- There is no early intervention program at Ramapo for students given academic warning.
- There needs to be a support system in place for students on Academic Warning.
- Students need advising on appropriate courses.
- C. Romano will need to explore the impact of this policy on CAAFYE. Enrollment Management drafting five year plan for academic advising that would move all first time students to a professional advisor in CAAFYE besides CA and AIS. C Romano will bring this forward to Deans at later point.
- Spring of 2011 - transition all first year students and undecided majors to go to the units for advising. Units would decide how advising will take place.

### **Policy Language**

- A student who has been inactive for more than 1 semester must reapply to the college.
- The deans have expectations of receiving full files or materials on students.
- Undecided students who need to be reinstated must go to the Vice Provost.
- Students with two majors would go to their first dean for advisement.
- These issues will be reviewed at the next council meeting.

### **Academic Plan**

Part of the purpose of the Academic Plan is to show what directions units are going in and what unit requests should be included in this plan.

Units are asked to pull together a 3 year unit plan (2010-2011 to 2012 – 2013) with outcomes by January. Deans need to prioritize requests.

Goals should be discussed with the provost before submission.

## **Academic Units and requests**

### **ITS**

- Resource or technology requests must first go through G. Tabback and the ITS committee.
- No request for additional funding.

### **Enrollment Management**

- Review current administrative structure and explore the possibility of hiring a recruiter on the admissions staff to focus on increasing diversity at Ramapo.

### **CIPL**

- Number of dollars requested - \$92,500 same as the previous year. No additional funding requested.

### **Employee Relations**

- Sedona, still in development stage will eventually be used for faculty portfolios and as receptacles for online evaluations.
- No additional funding requested.

### **First Year Seminar**

- More experiential learning should take place in first year seminar.
- Requested office for three adjunct faculty.

### **Roukema Center for International Relations**

- Working to access need on campus for ESL programs and possible instructor.
- Streamlining student application processes.
- Will request funds from SPFF for Governor's School next year.

Provost requested that everyone send their plans to her electronically. She will review all plans and offer feedback.