

Deans Council Meeting Minutes

October 18, 2018

Attendance: S. Becker, E. Petkus, S. Hangen, E. Saiff, E. Siecke, P. Campbell, C. Romano. Invited Guests: N. Morgan Agard and M. Ecker.

The minutes from the October 4, 2018 meeting were approved unanimously.

Faculty Funding - The Provost asked the deans to send him their faculty funding opportunities, conclusions and rankings by October 29. He will compile them into a spreadsheet for everyone to review.

Program Self Studies – Guidelines have already been posted on the discussion board. G. Khaneja will produce all the numbers for these self studies. The Next step is to schedule self studies for the next year. Every 5 years every program should be reviewed. Two external reviewers will have to be brought in for each program. About 6 to 7 programs will be reviewed each year.

C. Romano asked if the Admissions process could be built into the Academic Program review process.

Conveners will be brought into the process. A conveners meeting can be set for the upcoming month. All deans and conveners and C. Romano will attend. If a convener is not able to attend they must assign a representative to attend in their stead. November 14 was a suggested date.

Academic Certificates – C. Romano is reviewing transitioning CIPL certificates to academic level certificates which would not be revenue generating. Certificate completion would be noted on a students' transcript.

Next steps – C. Romano will look at updating forms and researching how other schools define certificates and minors. He will work with the Registrar's

office on this and will report back to DC about the process. A full report will also be presented to Cabinet.

Other Business

The policy on certificates and CIPL has to be replaced.

The Job description for the Vice Provost has been finished and is on its way to the PRC.

Fernanda Papalia will be the interim Registrar. It is not necessary to perform an emergency search.

There is a new Interim CIO and the Provost is pushing for more electronic workflow.

Faculty Workload Balance – Martha Ecker – presented on faculty workload balance and the 24 credits that full time faculty must fulfill. This must be in balance every year though some colleges balance over more than one year. M. Ecker said it is a violation of the Master Contract to balance loads over more than one year. The rule of thumb is to follow the master contract.

Contract Limits for Temporary Faculty

Currently temporary faculty must leave Ramapo after working in the same position for three years.

It is possible to create an agreement to hire non tenure-track faculty.

N. Morgan Agard will work with M. Ecker on an agreement for temporary faculty that can be in place for fall 2019 hires.