

MINUTES

Ramapo College Board of Trustees

Deans' Council

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Thursday, December 5, 2019, 9:00 am - 11:00 am

AC 202

A. Approval of Minutes

Becker

Minutes from the November 21 meeting were approved.

B. Attendance policy vs. attendance reporting

Becker

S. Becker shared an update on his conversation with AVP Connell regarding advisement gaps. One indicator of student engagement is class attendance. As Canvas could integrate with Connect, attendance reported in Canvas would feed into Connect and have the ability to raise flags, should a student miss classes or assignments. S. Becker clarified there is no College-wide attendance policy, and an attendance policy is different than attendance reporting.

C. Romano noted some level of attendance reporting is required for financial aid, and that F/N grades were in violation of federal financial aid. C. Romano also shared that J. Teigen did a data analysis that found for every flag raised in Connect, a student's GPA decreases by .26 points. Attendance reporting would not need to occur in every class, but rather, key courses such as FYS, CRWT, and others could be used for this purpose. The next phase in the Connect roll-out would be to utilize it for caseload management and increase faculty use; ASB has increased their faculty usage due to targeted outreach.

S. Gauden and S. Hangen added that in order for such a rollout to be successful, there would need to be significant training for faculty and adjuncts, particularly for such courses like FYS and CRWT that have many adjuncts teaching.

E. Saiff inquired if J. Teigen could present his analysis at FA, and have follow up presentations at Unit Council. C. Romano will discuss with J. Teigen and the Connect Advisory Board. S. Gauden added that the Academic Advisement Committee could help lead the charge. C. Romano will follow up with AVP Connell.

P. Campbell advised that Canvas, Connect, and U.Achieve are all relatively new. He expressed it should be determined which of the three, and which features, are the top priorities.

A. Lorenz advised that the AFT be looped in, when there is more information.

C. Scholarship Statement

Becker

The Deans expressed concern about the timing and context of the Scholarship Statement. S. Becker noted the process does not define "excellence" in scholarship. A. Lorenz questioned whether the Statement would require the process to be renegotiated.

S. Hangen added that having the convening groups involved is helpful: those in other disciplines may not be familiar with what qualifies as scholarship in a particular area. E. Saiff also noted that recent faculty hires in TAS have inquired about Ramapo's standards of scholarships, such as the number of publications in how many years. P. Campbell shared that over the history of the

College, there have been different expectations depending on when faculty were hired.

Conference presentations are an important part of the scholarship process, as shared by P. Campbell, E. Petkus, and A. Lorenz. Funding should be in place to support this.

S. Becker agreed the Statement is not a pressing matter at this time.

D. Search Policy Revisions

Virginia Galdieri and Roger Jans joined at 10am.

V. Galdieri answered questions regarding the revised search policy.

- The Talent Acquisition and Onboarding Coordinator (TAOC) would work with the Dean to build a pipeline of passive candidates, i.e., those not looking at job boards.

- The candidates self-disclose gender, ethnicity, and other demographic information that is only available to HR. This helps to avoid potential bias from the search committee and Hiring Manager.

- Affirmative Action reviews the candidates being brought to campus. If there is a lack of diversity, they can request the Committee revisit the full pool.

- Experts in the field have found that removing the Hiring Manager from certain steps is best practice.

- The budget for posting positions is generally funded by HR. For more specialized positions, the additional costs may need to be shared by the unit and HR.

- If postings in the Chronicle or HigherEdJobs.com is not yielded the desired pool, the Deans should inform HR.

- If fewer than three candidates are brought to campus for interviews, the committee needs to justify why there are fewer than three.

- When faculty are hired, the Dean, Provost, and TAOC will consult on salary to ensure equity across gender, the recently hired, etc.

V. Galdieri clarified the student representatives do not have access to HireTouch but HR is working on a solution for students to have access to the application files.

V. Galdieri and R. Jans will revise the policy to limit student representatives to seniors only.

E. 3+1 Followup

Becker

C. Romano clarified that when referring to "launch," it means the community college has begun offering the third year of coursework. Students will be able to declare as 3+1 students when they enter as freshmen, or when they complete their AA/AS degree. The AA/AS degree will supercede any individual course grades, however, as outlined in the Transferring Academic Credit policy, "only courses with a final grade of C (i.e., 2.0) or better or the equivalent will be accepted as transferrable."

S. Gaulden is gathering data on the targeted counties.

F. Low enrollments for Winter courses

If courses have 5 or fewer students, they should be canceled. If courses have between 5-9 students, the Deans should use their best judgement to determine whether or not they should run.

G. CIP Code Survey

Gaulden

The CIP code survey will be tabled until the 12/19 meeting.