

# MINUTES

## Ramapo College Board of Trustees

### Deans' Council

### Deans' Council

Thursday, May 21, 2020, 3:00 pm - 4:30 pm

Webex

#### A. Approval of Minutes

The minutes from the May 7 meeting were approved.

#### B. COVID-19 Update

##### 1. Flex weeks: updated campus visit schedule

S. Gaulden shared that visits to campus should be limited to Tuesdays, and, only if necessary on Fridays. This is due to the cleaning schedule.

P. Campbell inquired if that meant checks are cut once a week only. S. Gaulden responded yes, but she will double-check if there are other days checks are being cut. She emphasized that all expenses must be absolutely essential to justify them.

##### 2. Summer status check

S. Gaulden inquired how the first week of summer classes had gone. E. Saiff noted that many students are requesting to register late. C. Romano added that payments are not due until May 18, and de-registration was moved to May 19. Student will be able to register until May 22.

A. Lorenz shared a student issue.

S. Gaulden requested that Deans and faculty remain conscious of which platforms the College supports. ITS is compiling a list of available softwares, including lab software, that will be shared with faculty once complete.

C. Romano provided an update: at this time, there is a 30% increase in continuing students headcount taking summer classes, and an 18% increase in FTE overall. He liked the idea of offering 2-credit courses in Summer II, targeting incoming freshmen.

The Council discussed various options and incentives for such courses. S. Gaulden and C. Romano will be crafting a message to send to incoming freshmen by June 8 with the options.

##### 3. Budget

S. Gaulden shared information about the budget. A discussion ensued about travel funds in light of financial circumstances, and health and safety guidelines. Some conferences have converted to virtual conferences.

A. Lorenz noted that with some adjustments, the MASE program anticipates significant gains. S. Gaulden added that the program will not lose its effectiveness but by changing its model slightly, it results in more revenue.

The College is awaiting preliminary FY21 budget information from the State.

#### 4. Academic Affairs Subcommittee Update

E. Petkus provided an update: should Executive Order 104 not be lifted, certain programs could apply to OSHE for waivers in order to return to campus. The Subcommittee is conducting research, and lots of details are being provided by convening groups. It is helpful to have the faculty input from across the convening groups. A. Lorenz added the Subcommittee is being very practical in its consideration of different scenarios, and is aiming to deliver a positive experience with minimal disruption for students regardless of the mode of delivery.

#### 5. Resources for Faculty

IDC Workshops & Virtual Drop-In Hours:

<https://www.ramapo.edu/idc/training-and-workshops/>

Webinars through FRC:

<https://www.ramapo.edu/frc/free-webinars/>

S. Gaulden was impressed with the content from the Fabulous Faculty conference. The recorded sessions will be available on the IDC website.

P. Campbell expressed he was happy to see many adjuncts attended and presented. S. Gaulden will call out these individuals and the others who lead sessions in the next Provost's announcement.

Additional IDC trainings are scheduled through June; all are voluntary.

E. Saiff asked if an attendance list from the conference could be shared. S. Gaulden confirmed.

#### 6. NJ Students Come Home initiative

Planned policy review

D. Couzens provided an update on the policies that will require review given the NJ Come Home initiative. The goal will be to review the policies that may be impacted by other programs and initiatives, such as 3+1. The Provost's Council will receive more information; S. Gaulden noted a Provost's Council meeting will be held soon.

### C. AFT Master Contract (Article XXVI.A.5)

S. Gaulden shared information received from ER on the contract regarding leaves of absence.

S. Gaulden added that local negotiations are underway.

### D. New Business

*Enrollment Update:* C. Romano shared that 962 deposits were received as of May 20

*P/F Grading Option:* The grades will roll once, after the May 26 deadline. If students are transferring from county colleges to Ramapo, Ramapo will accept P grades unless a certain grade is required in a course; in which case, a letter grade needs to be confirmed.

*Program Reviews:* The timeline for program reviews can be flexible, given the positive outcomes of the MSCHE visit and the semester's disruption. However, delaying the program review will delay any curricular changes as well; convening groups should keep ARC's deadline in mind as they consider this option. If programs need external reviewers to come to campus to see facilities, these can be delayed until safe to do so.

*Ramapo @ PCCC:* The information session had over 50 participants.

*Summer Reading:* E. Saiff expressed an opinion about the summer reading.

The Deans Council expressed their gratitude to S. Gauden.