

## MINUTES

### Ramapo College Board of Trustees

### Deans' Council

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Thursday, July 16, 2020, 11:00 am - 12:30 pm

Webex

#### A. Approval of Minutes

The minutes from the from the July 2 meeting were approved.

#### B. Black Lives Matter statements

P. Campbell inquired if the statements could be posted on Monday. S. Gaulden confirmed that the five schools should have them posted, and that the other units in Academic Affairs did not need to post them.

C. Romano inquired if there was a central place. S. Gaulden confirmed that it would be published on the Provost's homepage that other places can link to (EDIC, Office of the President, etc.). The courses and colloquium will also be linked.

#### C. Restart Plan

The Deans discussed the Restart Plan.

Faculty are able to choose if they wish to teach on campus in Stage 3, when most in-person instruction can resume according to the OSHA guidelines. In Stage 2, most in-person instruction is limited to labs, clinical rotations, technical, and hands-on classes. The class census will help determine which classes, in either stage, will have any in-person meetings. The more detail, the better for Stage 3: it is best to know the exact meetings or at least the frequency of in-person meetings. This information is important for preparing the spaces. S. Hangen noted that some section are not staffed and inquired if they should be assumed to be virtual. S. Gaulden suggested to mark as virtual but in those cases, it is the Dean's decision. A questi

P. Campbell noted that there are lab spaces that are run with student aide support. In Stage 2, these labs can be open for face-to-face instruction, and would benefit from the support. C. Romano noted that on August 4, a message about the student aide plan will be sent and will align with the stage the state is in. If there are student positions that support the limited offerings of Stage 2, then they can be considered for funding.

L. Keller asked if students are responsible for lab spaces, will they be responsible for cleaning the spaces? S. Gaulden has spoken with M. Cunningham and there will be an enhanced cleaning protocol for the higher-traffic areas.

On August 3, there will be a Presidential message which confirms which instructional model the College will be in for the Fall. It is dependent on which stage the state is in at that time.

S. Gaulden shared how the schedule would be updated for students. Once the decision is made and communicated, the Registrar will update information in Banner. The student's schedule will reflect the dates or frequency of in-person meetings, days and times of the classes, the room (if there are face-to-face components), and if the class has been converted to virtual delivery for

some or all of the term.

A. Lorenz asked if students will be able to obtain a waiver for wearing a face covering. S. Gaulden confirmed a process will be put in place through Health Services.

The Council discussed tuition at Ramapo and other institutions.

P. Campbell noted that Rutgers is bringing back specific programs to campus. He inquired if the Deans should consider a similar approach. S. Gaulden responded that it will be difficult to make that decision before reviewing the class census. She mentioned that Nursing may be an exception, and that it would likely need on-campus instruction regardless of the stage. C. Romano added that it is challenging for "applied" programs such as theater, music, social work, etc.

S. Gaulden encouraged the Deans to discuss the context and challenges with the faculty, and to continue to build contingency plans.

#### **D. Academic Program Reviews for AY20-21**

S. Gaulden requested the Deans review the schedule of academic program reviews for AY20-21. Virtual external visits are possible. S. Hangen noted she sent updated information to S. Gaulden and D. Couzens.

A. Lorenz confirmed that since Teacher Education is undergoing reaccreditation, it does not need to conduct a program review. S. Gaulden responded yes and that for the business programs, AACSB reaccreditation covers the program review. AACSB is conducting a virtual self-study visit in October.

#### **E. Summer Seminars**

S. Gaulden inquired if the Summer Seminars, intended for new Ramapo students, should be open to all students to attend. The Deans agreed it all students could attend. D. Couzens shared logistics information.

#### **F. Co-ops/Internship information for AY20-21**

Should we create a central location to store all co-op and internship information?

In March, there was a need to compile all co-op and internship information when the College went remote. This was very quick. S. Gaulden asked if the Deans could proactively create a central location for this information. A. Lorenz responded this would be possible before the semester, though some placements are not finalized until the beginning of the semester. S. Gaulden added that each school could maintain a comprehensive list. Cahill has all co-op information. D. Couzens will send the same template to the Deans for their use.

#### **G. Faculty Credentialing in SPOL**

Faculty will be asked to update their profiles in SPOL in September.

S. Gaulden provided an update on the faculty credentialing in SPOL. SPOL can serve as a central repository for faculty profiles, and it will assist with some of the IR requests that are received. Given the disruption of the Spring, faculty were not asked to update their profiles. However, a faculty will be asked to update their SPOL profiles in the Fall.

## **H. New Business**

*ACAD:* The ACAD membership has been renewed. S. Gaulden shared two events with the Deans, and encouraged them to consider if they would like to join the Fellows program.

*Faculty personnel actions:* S. Gaulden is speaking to V. Galdieri about the deadlines and the promotion binders.

*Manager scorecards:* S. Gaulden shared she will be extending the deadline by two weeks.

*Student health insurance:* The health insurance was automatically applied to all student accounts; this was necessary in order to receive the consortium pricing. Students will be billed unless they opt out before the deadline. The health insurance was a student-driven idea, as many students had petitioned the College to offer health insurance. Given the pandemic, the insurance will hopefully benefit those students without. C. Romano noted there will be a text communication to undergrad students. He inquired if the Registrar could include a reminder about the opt out deadline in their Important Dates and Deadlines. D. Couzens will follow up.