

# MINUTES

## Ramapo College Board of Trustees

### Deans' Council

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Thursday, July 2, 2020, 11:00 am - 12:30 pm

Webex

#### A. Approval of Minutes

The minutes from the June 18 meeting were approved.

#### B. High School Dual Enrollment

Joe Niclas joined the meeting at 11am.

S. Gaulden proposed that Academic Affairs/the Deans can be more involved in strategically developing dual enrollment partnerships.

J. Niclas shared the three main components of the High School Dual Enrollment programs and directed the Deans to the materials shared in advance:

**1. Traditional dual enrollment:** Students take the course at the high school taught by the approved high school faculty who meet Ramapo's qualification and earn Ramapo credit. Recently, Midland Park High School's entire Art department was approved to teach courses.

Courses must meet minimum minute requirement to satisfy 4-credi course. Oversight from Academic Affairs is generally limited to reviewing curricular changes or instructor changes.

C. Romano reminded Deans that the traditional dual enrollment entails a site visit once a year, as well as the other conditions in the template agreement that was shared at a previous Deans Council. Academic Affairs was planning to create a standard syllabus that would convert the high school course into college syllabus format to keep on file.

**2. Senior option:** Eligible students are permitted to take the college courses on campus with Ramapo faculty, when seats are available, with the high school discounted price. This option protects their credits: transferring the credit to other institutions is easier.

C. Romano added that Admissions always pitches Math and Languages first to schools because many high schools do not have the capacity to offer the next level of course. Example: Mahwah High School, Calculus 4.

J. Niclas noted these students are usually part of a work/study program. There is more personalized advisement.

**3: Senior year or grade 12 option:** Eligible students are permitted to take their entire senior year at Ramapo. Students get an entire year of College for less than \$4K.

C. Romano noted these high school partners generally need to be within a 20-mile radius. CA is an excellent example of this option.

E. Petkus inquired how many students from Don Bosco would be taking advantage of this option.

J. Niclas responded that students will typically enroll starting the last week of August up until file freeze. He shared the eligibility requirements for the senior option, as well as the tuition and fees for the dual enrollment programs.

E. Saiff asked how Ramapo should accommodate students wishing to enroll in courses that are full. J. Niclas clarified that senior option is "seats available" and that meets the academy requirements; most of those academies align with programs that have available seats.

C. Romano shared that partnerships are generally shaped around programs with availability to build long-standing pipelines.

S. Gaulden spoke about the Deans' involvement, including that of the site visit. If faculty make the visit, travel expenses will be reimbursed. The site visits are opportunities for Deans and faculty to cultivate the relationship with the high schools.

S. Hangen inquired about Pioneer Academy. J. Niclas noted that they were enrolled for senior option but travel from Wayne was a challenge. C. Romano noted that if a high school can provide 50+ students, a shuttle service can be arranged and can be cost-effective.

J. Niclas will follow up with the Deans about new potential partnerships. He thanked the Deans for their assistance.

### **C. Operational Schedules for July**

S. Gaulden reminded the Deans to review the shared sheet that captures CWA furloughs.

S. Gaulden also stressed that employees should not work when on furlough.

### **D. 2-Credit Courses Update**

The Deans reviewed and discussed the 2-credit Topics courses.

BADM 190 will run. The other Topics sections will be cancelled.

If students from the canceled sections were also registered for a 4-credit GE course as well to receive the 2 credit course complimentary, then: the 2 credit could be taken with another Summer II course; students could enroll in BADM 190; or the cost of 2 credits would be waived in Fall 2020.

The other courses will be transformed into a short series of 1-hour seminars over the course of a week or two, free of charge. C. Romano will send the communication about the cancellation to students. It will include a reference to the seminar series. Suggestions were made about transforming the Topics courses into workshops on current events and adding a presentation on Canvas.

A discussion ensued about how new students will know how to log into Canvas.

### **E. Revised Reassign Time & Stipends: reallocating summer work**

S. Gaulden spoke about the revised schedule of reassigned time and stipends. Note, AFT did not reduce or alter the stipend amounts. The goal was to have a more equitable compensation schedule across the same or similar roles.

Every role and letter includes specific expectations. In addition, letters indicated reassign time "per semester."

If a faculty member receives reassign time in the Fall, they cannot teach overload in the Fall (and the same for the Spring). The Deans discussed overload and there were several questions about this interpretation. S. Gaulden will request clarity. An agreement was reached in order to best meet program needs and allow faculty to convert the reassign time stipends for program directors and conveners for this reason.

S. Gaulden noted that while the revised schedule will result in savings. More importantly, it will help FT faculty return back to the classroom and benefit the students.

The schedule will be reviewed each year. S. Hangen inquired that if the positions are each for one year, should they be advertised to allow other faculty to "apply" for them? S. Gaulden agreed and added that two-year terms may be best for some positions now that there has been a comprehensive look at the schedule.

E. Saiff shared there may be practical complications when scheduling sections, and that if any faculty do not return the letters signed, Deans should be notified. S. Gaulden agreed and noted a few faculty have questions about the letters.

This review and implementation may reveal structural issues for how the work is performed, and one that supports the structure in emergency situations.

## **F. New Business**

*3+1 agreements:* C. Romano shared he had a positive discussion with another community college about collaborating with Ramapo on a 3+1 agreement. He offered ideas on developing agreements with community colleges that wouldn't compete with one another. A. Lorenz indicated he would support a conversation with another community college and using lessons learned from PCCC. S. Hangen expressed concern about the name of "Global Studies and Business" not appearing on transcripts, as it is a Liberal Studies contract major. She inquired if the Business Essentials certificate can somehow be included. E. Petkus shared that may be possible; they agreed that a review of the structure of Global Studies & Business would be beneficial. E. Saiff shared there may be interesting opportunities with other majors.

*Campus Visits:* S. Gaulden confirmed that employees can continue to visit campus on Tuesdays and Fridays as work requires. There will not be a phased return to offices until the restart plan is submitted to OSHE. L. Keller noted the Library is planning for curbside pickup.

*DNP:* The State officially confirmed Ramapo is approved to offer the first doctoral program this Fall.

*Furloughs:* The Deans inquired if there could be another meeting on AFT furloughs with HR/ER. S. Gaulden will follow up with V. Galdieri.

*MSCHE:* The College has been officially reaffirmed by MSCHE.