

MINUTES

Ramapo College Board of Trustees

Deans' Council

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Thursday, June 18, 2020, 11:00 am - 12:30 pm

Webex

A. Approval of Minutes

The minutes from the June 4 meeting were approved.

B. Reassign Time & Overload

1. AFT Master Contract

S. Gaulden shared information from the AFT Master Contract regarding overload and reassign time.

Letters for AY20-21 stipends and reassign time will be prepared and sent once an agreement is reached with the union.

2. Policy 300-HH: Teaching Academic Overload

S. Gaulden expanded on the previous topic and summarized the current policy on overload. The current language must be removed or revised; she proposed removing the third bullet point under the Faculty section of the policy, and revising the first bullet point under the Faculty section of the policy. One additional consideration is to provide the Deans more discretion to assign overload based on their school's instructional needs, with Provost approval.

A. Lorenz agreed, and noted that in some cases more than one class per semester of overload may be necessary.

S. Gaulden suggested revising the policy through Provost's Council.

C. Policy 300-ZZ: Undergraduate Students Taking Graduate Courses

S. Gaulden provided background on Policy 300-ZZ and Policy 300-P: in order to align with the 3+1 agreements and NJ Come Home initiative, several policies must be revised.

D. Couzens provided information about post-baccalaureate students for Policy 300-ZZ. S. Gaulden expanded and noted that these students may take up to 48 credits, and some students have been recruited to MASE from post-bac status. The suggestion is to provide post-bac students an option to either continue with post-bac status and take 48 credits, or, enroll in a second Bachelor's degree program, take advantage of this policy with the number of graduate courses taken at the undergraduate rate, and enroll in a graduate program.

A. Lorenz added that he has had discussions with S. Gaulden, A. Dovi, and B. Chinni regarding post-bac students.

S. Gaulden also stressed the need to fully understand what types of students are taking the class

(undergraduate, graduate, etc.). When the MFA budget was developed, the assumption was that 50% of seats were occupied by undergraduates. Other programs do not have this distinction built into the budget, and therefore program directors should not only evaluate headcount but also the type of student.

E. Petkus agreed with S. Gaulden. Three graduate courses at the undergraduate rate is generous. However, there is need to monitor more closely. E. Saiff agreed. He added that with the 4+1 Data Science program, it should be clear to students.

S. Gaulden also noted that if 4+1 students need to take their third graduate class in the summer, they must apply for August graduation in order to pay the undergraduate rate.

D. Policy 300-P: Graduation with Distinction

S. Gaulden gave a scenario for Policy 300-P: if a student transfer to Ramapo and already has the majority of their coursework completed, and they receive a 4.0, should they receive Latin Honors?

D. Couzens outlined three possible options for the policy in light of 3+1 agreements and NJ Come Home:

1. The policy is not revised, and therefore 3+1 students as well as possibly NJ Come Home students with senior status are excluded from receiving Latin Honors.
2. The policy is revised with an exception specifically for 3+1 and NJ Come Home students that allows them to be eligible for Latin Honors. The requirements for Latin Honors would not change for native Ramapo students.
3. The policy is revised for all students to lower the minimum number of Ramapo credits completed to qualify for Latin Honors. Several other COPLAC institutions and NJ institutions have some kind of graduation honors that require less than half the total number of credits.

E. Saiff shared the history of Latin Honors: ever since the College's earliest years, students who did not reach 64 Ramapo credits did not receive Latin Honors. If the policy is changed and students with less than 64 Ramapo credits can receive Latin Honors, do we go back and grant Honors to students previously excluded? He suggested the current policy be kept as is and renamed to Graduation with Latin Honors, and a new policy is created (Graduation with Distinction) that grants Distinction, High Distinction, or Highest Distinction for this specific population of students.

S. Gaulden noted this will need to be discussed at Provost's Council and this is a preliminary conversation. S. Gaulden will gather more information on the students who applied to NJ Come Home. So far, five students have been accepted. She added it would be nice to provide 3+1 students an option to receive some kind of honors?

E. Petkus inquired about the third year at PCCC. As the classes are graded by the community college, students will not meet 64 Ramapo credits. He shared his thoughts from a marketing and recruitment perspective. Students will not really know they are not eligible until they apply for graduation. He recommended keeping the policy as is.

S. Gaulden shared additional thoughts related to recently introduced legislation. She recommended continuing the discussion at Provost's Council.

A. Lorenz noted the challenge: many excellent students who come to Ramapo through a new transfer pathway will be excluded from the current policy when it may benefit them to add such honors to their resume. He proposed writing in an exception for specific articulated programs. This would be consistent across the other proposed revisions to the policies.

E. 2-credit Courses Update

S. Gaulden shared that all new 2-credit Topics courses have been built into the schedule. The communications schedule was shared.

First-year and new transfer students who register for a 4-credit GE course will be registered for the 0 billable hours section of the 2-credit Topics course. ~~scout~~ tuition rate for 2-credit courses: not happening. Either pay for 2-credit class or take 4credit and get 2 credits for free.

S. Hangen expressed concern that the initiative is coming so close to the first day of Summer II. S. Gaulden noted and shared that C. Romano believes students will be responsive. The Registrar is monitoring the inbox all days. P. Campbell echoed S. Hangen's concern. S. Gaulden remained optimistic that at least six students will register for each Topics course. S. Hangen noted she is actively cancelling under-enrolled Summer II sections; can sections be overloaded if the second section is underenrolled? S. Gaulden confirmed.

E. Petkus shared thoughts on tuition rates. S. Gaulden responded.

F. New Business

Budget: There seem to be higher estimates of adjunct/overload expenses. In addition to the increased rates, E. Saiff noted that the increased number of TAS students translates to more adjunct-taught sections. A. Lorenz shared his projected increase. P. Campbell noted his projected savings.

Canvas: Students can now request their display name be changed through a Qualtrics survey monitored by Michael Bitz. This is especially important for students who are transgender or gender variant in some way.

CCEC: The CCEC is budgeting a modest amount of funds that faculty may apply for if they incorporate service learning within the 2-credit Global Field Experiences courses. S. Hangen commented.

Course evaluations: A MOA has been signed with the Union to administer evaluations online through the Summer.

EDIC forum: All are encouraged to attend the upcoming virtual forum on 6/23. A discussion ensued about the forums and Academic Affairs involvement, as well as potential actions.

Enrollment update: On behalf of C. Romano, S. Gaulden shared that the College is up 12.1% in Fall deposits. Graduate programs are at 66%, which is not unusual for this time of year.

Program reviews: Convening groups may defer their five-year program review up to one year if absolutely necessary, pending approval from the Provost.

Provost announcement: A email will be sent to faculty this week with several important information items, including a few policy reminders. Faculty who have been awarded FDF can still utilize the funds. If their plans have changed (for instance, due to travel), faculty can defer a fully year.

Return-to-Campus Task Force: The Subcommittees are providing recommendations to the Task Force on Monday. The Human Resources & Workplace Operations Subcommittee is looking into equitable ways to accommodate those who would not return to campus. The recommendations will be reviewed with the newly-received OSHE guidance.

Study Abroad: For those students who are graduating next year and enrolled in programs that require an international experience, it may be challenging to meet the requirements. Conveners should contact B. Levy for options, including remote international internships.

Student health insurance: Students will be able to purchase consortium-priced Aetna Student Health insurance this coming academic year. For full-time undergraduate students, the cost will be less than \$2,000/year for coverage. For full-time graduate students, the cost will be less than \$5,000/year. The Office of Student Accounts is putting together information and materials.

Student survey: A follow-up survey on Spring 2020 has been sent to all continuing students. The survey closes on June 30 and the results will be shared.