

MINUTES

Ramapo College Board of Trustees

Deans' Council

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Thursday, December 17, 2020, 9:00 am - 11:00 am

Webex

A. Approval of Minutes

The minutes from the December 3 meeting were approved.

B. Spring 2021 Operations Plan

S. Gaulden shared an update on the academic operations for Spring.

Approximately 80 faculty members will be teaching on campus, and about 1,800 students will have some on-campus presence for coursework. This may change as sections are assigned to adjunct faculty.

Students will still be able to reserve study and computer stations on campus. Based on the Fall usage, the A wing rooms will be reduced by two. Rooms can be added if needed. Students will have a streamlined process for reserving through Archway. Adjunct faculty will continue to reserve office space through 25Live.

The course mod app that will be used for the Fall schedule is making progress.

C. Summer 2021

1. 2-credit Topics courses

The Deans agreed that the six 2-credit Topics courses developed for Summer 20 should be promoted to new and transfer students for Summer 21. Courses will be offered virtually, and the Deans agreed the courses would have a consistent number of synchronous and asynchronous minutes.

2. 3-credit courses

S. Gaulden introduced the idea of offering summer courses at a discount rate of 3 credits for all students. There has been preliminary budget modeling; C. Romano weighed in on the enrollment numbers required.

A. Lorenz inquired if the rate would be competitive to the institutions Ramapo students attend in the summer; C. Romano confirmed, but noted that for external students, marketing would be challenging. E. Petkus commented on the potential risk of the offer. Summer lecture-lab courses may be an opportunity to drive enrollment if a promotion is given, E. Saiff added. P. Campbell noted it would be helpful to have the budget modeling to make a decision. S. Gaulden confirmed there had been no decision on the proposed discount rate.

D. Career Pathways

1. Cataloging unique courses for each school

S. Gaulden shared that there seems to be student confusion about registering for the Career

Pathways courses since each school has their own subject codes. She inquired if one subject code could be used for all students. S. Hangen agreed. P. Campbell added that would be helpful for students who change schools. A. Lorenz shared there have been no major issues with registration in SSSS.

C. Romano noted that the Registrar and Cahill have debriefed, and identified a few issues to work through. He recalled the history of the original program funded by a donor that differentiated the Pathways by school.

S. Gaulden also inquired if Pathways must be transcribed. P. Campbell noted all Pathways requirements went through ARC. E. Petkus agreed, it should be on the transcript as it is a requirement.

2. EOF PLACE & Pathways

S. Gaulden inquired about the relationship between EOF PLACE and Pathways. C. Romano explained and noted that N. Videla is looking into it.

E. Digital Forms

S. Gaulden suggested that, starting in 2021, all Deans require that forms must be converted to accept electronic signatures. E. Saiff expressed it would be helpful to have a system like Hiretouch to track such forms.

F. New Business

3-Year Plans: C. Romano inquired if a three-year degree program could be attractive for certain programs. E. Saiff noted this has been discussed a number of times in the College's history; there is a question of faculty workload. The general consensus was that it could be considered and would require a discussion with AFT.

Faculty Development Funds: S. Gaulden shared an update on FDF.

Job Descriptions: So long as operations require, job descriptions can be updated to have flexible hours. Flex work agreements would still be completed for documentation.

Remote Teaching & Learning Specialists: Appointments for the five Remote Teaching & Learning Specialists will be renewed for the Spring.

Spring Registration: C. Romano shared a brief update on spring registration. About 120 students are first year students with immunization holds.

State OER - PERC Teaneck Letter: The background information was shared and S. Gaulden noted that HR will need responses and documentation by January 11. A Webex meeting will be scheduled with HR. A discussion ensued.