

MINUTES

Ramapo College Board of Trustees

Deans' Council

Deans' Council

Thursday, August 19, 2021, 9:00 am - 11:00 am

Webex/ASB 230

A. Orientation with President Jebb

C. Jebb joined the meeting.

S. Gaulden provided an overview of the Deans' Council membership, charge, current tasks, and recent achievements for C. Jebb. The Deans agreed it was a positive and collaborative environment.

C. Jebb thanked the Council for its leadership in crisis and requested that everyone continue to remain calm, accessible, and approachable. She added that special attention needs to be paid to the mental health of students, staff, and faculty, given the events of the last year-plus.

B. Fall 21 Academic Operations

1. Students with on-campus classes who are non-compliant with the vaccination policy

S. Gaulden and C. Romano shared an update on the students with on-campus classes who are currently not compliant with the policy. They noted this was a small cohort of students compared to peer institutions.

S. Gaulden shared the procedure and timeline for the deregistration of non-compliant students. The Registrar has been collecting names of students who have permission to participate remotely so they are not dropped from their classes.

C. Romano added that students have had nearly 30 reminders via email, text, social media, and other touchpoints since the vaccination policy was communicated in May.

2. Attendance records for contact tracing

Faculty teaching in-person or hybrid classes should continue to record student attendance for their on-campus meetings for contact tracing.

3. Field trips and other offsite events

Class field trips are permitted. If a course is virtual-fully-synchronous or virtual-synchronous-asynchronous, field trips are permitted but they must be optional unless it was otherwise clear to students prior to their registration. For any overnight travel, all participants must be fully vaccinated.

4. Study & computer spaces / adjunct offices

S. Gaulden shared that adjunct offices will be open for use and will not require reservation. They will also be restored to full occupancy.

Student study spaces will also be available, and likely reservations will not be necessary. An announcement is being put together of various locations across campus.

5. Classroom closures protocol

Should a classroom need to be closed for deep cleaning, the Registrar will attempt to find an alternate location for classes while the room is closed. However, that may not be possible due to class conflicts or the need for a specific type of room.

C. Program Resources & Trends - Data Tools & Review

The Deans reviewed the program profiles app, which will automatically be updated.

S. Gaulden provided an overview of how an academic program, course, or instructor can be viewed. The data is sourced from Banner, IR, and faculty workload reports. There are a handful of areas being edited and updated. P. Campbell noted it would be helpful to also include Delaware study data as well. The Deans discussed how the trend data could be interpreted - declining enrollment may reflect a need for new resources to be allocated to the program, or not. Faculty workloads and student credit hours will be affected by sabbaticals and leaves of absence. The data as a whole must be considered and put into context.

S. Gaulden requested that each dean review their school, and to compile questions and comments for the next meeting.

D. New Business

Event protocols: A subcommittee of the Pandemic Assessment Team is working on recommendations for large events on campus. P. Campbell added that L. Campbell shared industry standards with the subcommittee.

Faculty lines: S. Gaulden anticipates having more information about faculty lines by the next meeting.

Low-enrolled courses: The Deans discussed a graduate program scenario which had low-enrolled courses.

Spring 22 course schedule: S. Gaulden is considering the delivery modes that will be offered in Spring 22, and more information will be shared in advance of the course schedule being built in September. P. Campbell noted that the virtual modes are not necessarily a replacement for the classroom; E. Petkus agreed and shared it delays the return to normal. A. Lorenz added it may be valuable but just in graduate programs. The scheduling and rooming this semester was different as there were no room allocations by school as in past semesters, S. Hangen noted. C. Romano inquired if it is worthwhile to look at the majors in which students selected a totally virtual course load. S. Gaulden responded that only 600 students selected a completely virtual schedule, and that if any programs are changed to be offered in their entirety as virtual or online, MSCHE approval would be required.