

MINUTES

Ramapo College Board of Trustees

Deans' Council

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Friday, September 17, 2021, 9:30 am - 11:30 am

AC 202

A. Approval of Minutes

B. ARC Approvals

S. Rice joined the meeting.

S. Rice provided an overview of the revised ARC forms, which allow for electronic signature.

S. Rice shared that ARC's practice is to serve a quality control and will see course revisions, new course proposals, etc. as opportunities to review syllabi and offer feedback. The Deans provided feedback; a discussion, which ranged from ARC comments on format and policies to assessment, ensued.

S. Hangen inquired if ARC can compare new course proposals and revisions across schools to see if there is overlap. S. Rice agreed.

S. Gaulden noted that many proposals to cross-list courses came through last year, and suggested it was time to review the cross-listing policy at Provost's Council.

1. Syllabus form: <https://www.ramapo.edu/fa/files/2021/09/ARC-Syllabus-Form.pdf>
2. New program proposal form: <https://www.ramapo.edu/fa/files/2021/09/ARC-New-Program-Form.pdf>
3. Program revision form: <https://www.ramapo.edu/fa/files/2021/09/ARC-Program-Revision-Form.pdf>

C. Fall 2021 Status Check; Spring 2022 Academic Operations (e.g., office hours, Unit Councils, etc.)

S. Gaulden noted that her initial meeting with student leadership was very positive and few concerns were raised. She inquired if faculty were raising concerns during the first week of classes; the Deans responded positively and noted that Fall academic operations seemed to be going smoothly.

E. Saiff inquired if an update has been shared on COVID testing. S. Gaulden noted that student testing is going well. If faculty received an exemption and they are not teaching on campus, they are not required to come to campus for testing. There was further conversation regarding employee vaccination compliance and status.

S. Gaulden spoke about academic operations in Spring 2022.

- Delivery modes: Recognizing that the virtual synchronous option could have a place as a mode in the future, S. Gaulden plans to convene a group of faculty that will discuss the modes. P. Campbell suggested engaging FRC and IDC in the conversation.
- Office hours: Faculty can supplement their in-person office hours with virtual office hours if there is student demand. Faculty may also use outside space when weather permits.
- Unit Councils: Meetings in Spring 2022 should be held in person to facilitate engagement.

D. COPLAC NEURSCA

Deadline for presentations: October 11

Conference: October 30

S. Gaulden will follow up with A. Stangl regarding the student submissions. The Deans will follow up with faculty for more nominations. The conference is virtual, so attendance and representation is encouraged.

E. Grant Proposals & Reports

A large number of grant proposals are being submitted. S. Gaulden applauded the initiative, but noted that more information about the grant and the project. She requested that Deans alert her when grants are in development, especially for those that budget faculty course releases and other compensation. She will also work to solidify a workflow process with the Grants office.

F. Convener Job Description Update

S. Gaulden thanked the Deans for reviewing and revising the convener job description; she will review the comments and add edits.

The Deans discussed the role of the convener, and its place among the academic organizational structure.

G. Discussion: "5 Ways Higher Ed Will Be Upended" + Strategic Planning

The book, *Good to Great*, is informing the strategic planning process. The Deans are encouraged to read the original book or *Good to Great and the Social Sectors*. The President is planning a number of activities that will involve the entire Ramapo community on the strategic planning.

Following the approval of the College strategic plan, Academic Affairs will embark on an academic master plan process.

H. Upcoming Events & Opportunities

Presidential Speaker Series on 10/22 with Alex Gorsky; SCUSA; Council on Foreign Relations
Council on Foreign Relations: Professor Dean Chen will be nominated to be a term member.

Presidential Speaker Series: S. Gaulden shared more information about the planned Presidential Speaker Series on October 22.

Student Conference on US Affairs: Ramapo has been invited to participate in the conference, which is November 3-6.

I. New Business

Deans Retreat: E. Saiff suggested the Deans host another one-day retreat in January.

Faculty Lecturer positions: S. Gaulden is speaking with M. Ecker regarding the development and negotiation of a local MOA for lecturer positions.

Implicit bias faculty training: The Deans discussed the conduct at the EDIC implicit bias training.