

MINUTES

Ramapo College Board of Trustees

Deans' Council

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Thursday, December 2, 2021, 9:00 am - 11:00 am

AC 202

A. Approval of Minutes

The minutes from the November 18 meeting were approved.

B. Priority Needs Proposals

President Jebb joined the meeting.

President Jebb discussed the PNP and gave examples of her experiences at West Point. She noted starting with multi-year gifts and that a center has to produce great works to get off the ground. Having Deans involved in this process is important. She and S. Gaulden emphasized that IA must be in contact with the Deans at least once a month to update them on gifts, donations, etc.; The College will provide the priorities and the Foundation will provide the support. The Foundation will help coach the Deans on how to work with potential donors and fundraise.

A. Lorenz noted this will involve a culture shift; S. Gaulden agreed, saying we must all be involved in that shift. E. Saiff asked Pres. Jebb how the shift occurs. She replied this is an iterative process, working together, and bringing faculty who have ideas. P. Campbell asked if the PNP process is just for new projects. Pres. Jebb responded no, and asked S. Gaulden to speak with A. Cristini about this. S. Hangen asked if the whiteboard was the best method to share proposed ideas. Pres. Jebb noted it was a way to share and inspire, but is not a substitute for speaking with the Deans to discuss ideas. C. Romano noted there is a need for a facilitation point between the whiteboard and the proposal; a connector to bring people together who have experiences and expertise.

Grants Process

S. Gaulden noted she will include in the Provost's Announcements that faculty applying for grants must give her 10 days lead time to review grant proposals. She also recommended that once a month, the Grants office meet with the PI.

C. Romano suggested an Academic Grants Manager as part of the Needs process. He also suggested Pres. Jebb join Deans' Council periodically to discuss and hear higher level concerns/issues.

C. Faculty Personnel Actions

S. Gaulden share her perspective on the APAS reports. She will request HR provide more training. A. Lorenz commented on the culture change.

D. Policy/Procedure 318 Emeritus

S. Gaulden asked if an additional layer of approval is needed for the policy; the Deans agreed it was not necessary.

E. Talent Management & Professional Development Opportunities

1. MSCHE Annual Conference, December 14-15

<https://www.msche.org/event/msche-2021-annual-conference/>

S. Gaulden noted 6 people are attending.

2. COPLAC Beard Leadership Circle, July 13-15, 2022

<https://coplac.org/beard-leadership-workshop/>

S. Hangen noted she attended virtually last year and it was very valuable.

F. New Business

Grade Adjustments: A. Lorenz noted that forms are being denied. S. Gaulden noted the policy should be followed and requested she be cc'd on the denial emails.

Incomplete Grades: S. Gaulden mentioned that Deb O'Connell has been hired as the Assistant Course Management System Administrator in the IDC. She has suggested a solution for Incompletes to be completed in Canvas. The solution will be piloted.

Travel Authorization Request: There was a suggestion to update the TAR name to Conference Attendance Form for virtual conferences.