

**Graduate Council Meeting**  
**November 9, 2021 @ 10:00 am**  
**MINUTES**

1. Call to order
  - 1.1. S Frees - 10:05am
  
2. Role call
  - 2.1. C Romano, S Gaulden, K Burke, K Ray, K Norton, A Lorenz, E Petkus, P Campbell, S Rice, F Papalia, D Couzens, S Frees, C Ucci, J Good (virtual), A Vasishth (virtual), J Cabrera (virtual), E Saiff, L Keller, A Beecher (virtual)
  
3. Approval of 10/14/21 minutes
  - 3.1. Add E. Saiff to the minutes from October
  - 3.2. Motion - K Burke, K Ray
  - 3.3. All in Favor - approved
  
4. Enrollment Report - VP Romano Romano
  - 4.1. C Romano - Program Directors, please review email sent about student vaccination status
    - C. Romano - 160 grad students are not in compliance. Please remind them of the policy.
    - C. Romano - CR / Heather will send list to each program
    - C Romano - Spring registration is open
    - S Gaulden - Hopeful that the number is due to many students choosing virtual
    - C Romano - We run our list against the state database. The 160 did not show up on database
    - K Burke - Database is not totally accurate
    - K Norton - To clarify, 100% online students do not need to get the vaccine. If they wish to register for any in person class, they will receive a block.
    - C Romano - Correct. Also does not apply to approved exemptions
  - 4.2. F Papala - IT glitch on 11/8 between 11am-1pm caused some registration issues but it has been resolved
  - 4.3. C Romano - Please keep reviewing apps for spring
  - 4.4. C Romano - Will be in touch shortly to discuss Fall projections
    - C. Romano - Some adjustments will need to be made - DNP, MSN, MFA, 4+1 pipelines, International population
  
5. Provost's Report - Interim Provost Gaulden
  - 5.1. S Gaulden - As a reminder, if students are trying to register virtually for Spring,

they will not be granted accommodations.

- 5.2. S Gaulden - Many programs employ adjuncts. Who is informing adjuncts that they need to comply with vaccine requirements- HR or Academic programs?
    - S Gaulden - Requested list of adjuncts and faculty who are not in compliance but have not been successful.
    - S Gaulden - HR will call adjuncts and then give names of those who cannot be hired to Programs
    - S Gaulden - There is a follow up meeting with Virginia scheduled to clarify
    - P Campbell - Academic should not be involved at all in determining vaccination status
    - C Romano - HR should be aware of what is in contracts.
    - S Gaulden - We need to know sooner rather than later as students have started registering for spring courses.
    - E Petkus - AFT members that are granted a waiver must get tested. Only approved waivers can participate in testing option.
    - S Gaulden - If anyone is onboarding new adjuncts, please inform them of AFT vaccination policy
    - C Romano - All AFT members (in-person or virtual) must comply
  - 5.3. S Gaulden - There will be a course delivery task force that is being formed and will be announced shortly. Grad Council chair will be invited to serve.
  - 5.4. S Gaulden - Thank you for budget reports. Will be sharing with EMR shortly
    - C Romano - Need to have budget conversations about expenses with Program Directors
    - C Romano - Will be submitting a sample cost sheet of marketing costs to help determine how to best spend our marketing dollars to optimize exposure.
    - C Romano - Some programs are over budgeted, some are under budgeted and we need to reevaluate how to distribute funds.
    - E Petkus - Will there be a greater overall college marketing effort? May be useful to think big picture vs. program by program.
    - C Romano - Without a significant marketing budget increase, we have to always choose between overall brand awareness and targeted promotions.
  - 5.5. S Gaulden - At the last meeting, we were speaking about badges.
    - S Gaulden - SG and CR asked UBS reps about badges and certifications and they said that it is a gimmick.
    - S Gaulden - UBS reps offered to speak to interested people if we wanted to plan a meeting to hear both sides.
6. Course Delivery Working Group report - Scott Frees, Ed Petkus, Kathleen Burke, Julie Norflus-Good, Ben Neil
    - 6.1. S Frees - No reason to tell individual graduate programs not to use virtual synchronous

- E Petkus - Other special populations can be considered as well
- S Frees - If anyone has additional feedback, please let S. Frees know before it goes to FA.
- S Gaulden - We must remember to consider accreditation standards
- S Gaulden - Good news from Middle States - We need to submit a document to change delivery method for MASE Off-site cohort
- E Petkus - Do we need to distinguish between online synchronous or online asynchronous?
- S Gaulden - Middlestates is updating their policies and will let us know.

7. Dual Master's Degree Report (update) - Amanda Beecher, Diane Couzens, Carolyn Ucci, Juan Cabrera

7.1. A. Beecher - Diane reached out to determine if there were any state governing requirements surrounding double counting courses.

- A Beecher - It seems there is nothing formal
- A Beecher - Reached out to individual accreditation groups to see if they had similar policies
- A Beecher - A few people are looking at other institutions to see how they are handling it.
- A Beecher - Still in data collection state but hoping to make a recommendation by December meeting.
- S Gaulden - There is a new Provost group and SG can pose the question at the next meeting or via email and can share answers with the group.

8. Reminders:

8.1. 11/15 Future Series - S Frees

- <https://www.ramapo.edu/president/stratplan/>
- The results of these participatory summits will be directly informing the next strategic plan alongside the simultaneous needs assessment process and the refresh of the facilities master plan.
- Need to register through link
- Also open to students

8.2. Founders Day - 11/10/21 - L Keller

- L Keller - Opening of Learning Commons
- L Keller - Inside there will be a spotlight on faculty scholarship books
- L Keller - Scavenger hunt with center for reading and writing
- L Keller - College archives exhibit
- L Keller - Giveaways, new swag
- L Keller - Please encourage faculty and students to attend

8.3. Digital Faculty Profiles - Diane Couzens

- D Couzens - Need to update digital faculty profiles,
- D Couzens - Faculty can get new pictures taken with Carolyn Herring at any time
- P Campbell - We need to advocate to have adjuncts featured on faculty pages for graduate programs
- S Gaulden - will follow up

9. ADJOURNMENT

9.1. Motion to Adjourn - E Saiff, K Ray

9.2. Meeting adjourned: 10:47am