

**Graduate Council Meeting**  
February 10th, 2022 @ 10:00 am  
**SC 157**

**Agenda**

1. Call to Order - 10:03 am
2. Role Call - Scott Frees, Susan Gaulden, Naseem Choudhury, Connie Crawford, Eddie Saiff, Kathleen Ray, Amanda Beecher, Carolyn Ucci, Diane Couzens, Brian Chinni, Aaron Lorenz, Ed Petkus, Chris Romano, Leigh Keller, Peter Campbell, Susan Hangen, Beth Wakley, Jeff Benetto, Anthony Dovi, Ben Neil, Julie Good
3. Approval of 1/13/22 minutes
  - 3.1. Motion - E Saiff, K Ray
  - 3.2. Vote - ALL
4. **Enrollment Report** - VP Chris Romano
  - 4.1. Froze file at 102%
  - 4.2. Graduate Projections for Summer/Fall 2022
    - Projected graduates
    - 3 year data analytics
    - Final #s to be shared in the next 2 weeks
  - 4.3. Associate Director of Graduate Admissions - Update - Posted
5. **Provost's Report** - Interim Provost Gaulden
  - 5.1. Budget Check-in shortly - budget adjustments making budget office aware
  - 5.2. Course Mod App - connecting course mod app/banner mapping update
  - 5.3. Mask Update - NJ government decision and cabinet discussion
6. **Graduate Student Representative** - SGA - Graduate Senator - Andraya "Andy" Annucci
  - 6.1. Election to position, MFA student
7. **By-Laws Revision/Update** - Dean Aaron Lorenz, Dean Eddie Saiff
  - 7.1. A Lorenz - The language and structure needed adjustment
  - 7.2. A Lorenz - Bylaws and policies and procedures are together - and should be separated
    - All but first page to be removed for bylaws
  - 7.3. Scott Frees - Final document to be finalized and will send out for review and will be on agenda next month
8. **Course Scheduling / Scheduling Efficiency Demonstration** - Scott Frees
  - 8.1. S Gaulden - Scott has customized the course mod app and wanted Scott to

- illustrate findings
  - 8.2. S Frees - Filtering by level, GE, full time faculty vs adjunct, time block comparative analysis
  - 8.3. S Gaulden - classroom space projections and analysis
  - 8.4. S Hangen - training for unit secretaries for Course Mod App needed
  - 8.5. S Gaulden - Course schedule finalized by march 4th, registration by april 4th
  - 8.6. C Romano - booster update
    - Eligibility clarification and booster roll-out details
    - Updates coming
9. **Graduate Student Academic Standing** - Scott Frees
- 9.1. <https://www.ramapo.edu/provost/policy/graduate-academic-standing/>
    - S Frees - main question - is there a consistent way to notify students of when students fall into probation status
  - 9.2. Template notification letter - review from April 2021
    - S Frees - review of template letter
    - K Ray - Registrar office to manage notification
    - C Romano - need for institutional communication
    - Vote to approve letter and Registrar process
    - 9.2.■.1. Move - S Frees
    - 9.2.■.2. Vote - ALL
  - 9.3. A Beecher - Question about appeal dismissal
    - A Dovi/D Couzens - formalizing withdrawal and leave of absence from Provost's Council
    - 9.3.■.1. Subcommittee after Provost's Council update
10. **Dual Master's Degree Report** - Amanda Beecher, Diane Couzens, Carolyn Ucci, Juan Cabrera
- 10.1. D Couzens- further review of policies and research
    - Met with SA, FA, HR, and Registrar
    - Findings based on logistics
    - Conclusion that only consecutive degrees makes more logistical sense
    - Changes through policies
    - 10.1.■.1. Transferring Academic Credit - Update Review
      - 10.1.■.1.1. Up to 15 credits or up to 25% internally from 1 program to another program
      - 10.1.■.1.2. BW - Billing Clarification
    - 10.1.■.2. Concurrent Enrollment Clarification
    - 10.1.■.3. Graduate Student Credit Load - no changes
    - 10.1.■.4. HR Policies
      - 10.1.■.4.1. No revisions - for waiver, only applying once
    - 10.1.■.5. Recommendation to Vote on Changes
      - 10.1.■.5.1. Motion - D Couzens
      - 10.1.■.5.2. 2nd - E Saiff
      - 10.1.■.5.3. Vote - AYE
11. New Business

11.1. AA - Liaison Meetings coming up

12. Adjournment - 1135am

12.1. Motion - E Saiff

12.2. Vote - AYE