

**Faculty Assembly (FA)**  
**Minutes of the Meeting**  
**1-2:05 pm September 30, 2015**  
**Alumni Lounges**  
**Number of Faculty Attendees: 121**

**1) FA President Rainforth's report**

- a) Approval of May 20, 2015-Minutes of Meeting
  - i) The minutes of the meeting was approved
- b) Update on Campus Safety by Ms. Donna Singer, Director of Emergency Planning and Business Continuity.
  - i) Director Singer confirmed that they had identified a gap in the campus lockdown alert system process, wherein students in class are asked by faculty to shut down their smartphones, which had originally been assumed to always be available to receive campus alerts. Hence, addressing that gap, all campus computers have a desktop alert that will be activated during campus emergencies. Additionally, Alert Beacons will also be installed in all classrooms, thus closing the gap created by unavailability of phones for alerts.
  - ii) Ms. Singer also stated that an RFP will be sent out to the cabinet for their review and feedback related to campus safety and campus lockdown processes
  - iii) It was mentioned that she had checked and identified all classrooms that could and could not be locked from the inside and was in the process of getting locks fixed in latter.
  - iv) She further stated that the computer alert system application could be downloaded on laptops, however, it would be active only whilst the laptop is on the Ramapo network.
  - v) A mobile app, called crisis manager, is available for download. It contains a series of emergency protocols for various scenarios from medical emergencies, sexual assault to international travel. Any updates will automatically be notified to users.
- c) Update on 2014-2015 agenda items.
  - i) Title IX: we've been notified of new campus procedures. As soon as the video of the May Faculty workshop is made available, we will ensure that a link to the video would be available on the FA website.
  - ii) Mentoring new faculty: new this semester, new faculty have a course release and FRC-based workshops.
  - iii) Several task forces' details were pending, and several more are still in progress.

- iv) To enhance communication, Unit council meetings have allotted time for committee representatives to take inputs and receive feedback and then take that back to their respective task forces or committees.
- v) Faculty fora have been scheduled after FA meetings to share all information or clarify doubts related to any committee's or task force's work
- d) FA/FAEC agenda for the 2015-2016 academic year. FAEC has identified some items already:
  - i) Task Forces: General Education and Class Schedule task forces are working. The Experiential Learning task force has been working with the Gen Ed TF, and is pending a GE decision. The Service task force will be sending a survey out for inputs

Prof. Michael Bullock, Assistant Professor of Music; and Prof. Andrew Hadel, Assistant Professor of Communication Arts.

- d) Dean Lorenz of SSS introduced Dr. John McTighe, Assistant Professor of Social work.
- e) Dean Chakrin of ASB introduced Dr. Enrique Nunez, Associate Professor of Management; and Prof. Rosemary Ervin, Assistant Professor of Accounting.

**4) Election: GECCo, International Issues rep**

- a) There was only one nominee, Dr. Erin Augis from SSS, who was introduced by President Rainforth. A call was made to vote for the candidate. Total Votes-121; Yes-93%; No-5% and Abstention-2%. The candidate, Dr. Erin Augis was elected as the

iii) Faculty also wanted to ensure that conveners are given course releases if we wanted to support the high volume of work that is required of the conveners.

The meeting was adjourned.

Minutes respectfully submitted by M. Sundararajan

**Notes from Faculty Forum: 2:05-2:55 pm**

A brief presentation was made by Dr. Eric Daffron, Vice Provost for Curriculum and Assessment, of the draft charge for the General Education Implementation Team. This document has already received feedback from FAEC, Gen Ed TF2, and ARC. Faculty are invited to provide additional feedback.

Gen Ed Task Force II presented a revised proposal for the Distribution Categories. Their next presentation will be on the Language requirement.

Faculty Forum notes submitted by E. Rainforth.