

Faculty Handbook Revision Committee Progress Report

**Faculty Assembly
April 2, 2025**

Composition of the Committee

- Ken McMurdy (FAEC)
- Lysandra Perez-Strumolo (MFSA)
- Roark Atkinson (FA)
- Jason Hecht (AFT)
- Jenn Hicks McGowan (ER)
- Joyce Shim (Provost's Office)
- Ken Goldstein (Dean)

What We've Done

- Parking Lot Issues from 2023-24 (complete)
- Faculty Survey Issues (partial)

Note: Most of this work is uncontroversial and achieved through consensus, generally addressing issues of clarity and consistency. (Better referencing, indexing, checklists, purely operational issues, etc.)

- Deliberation and progress on a small number of more significant “content issues”.

Evaluation of Service (Section 5)

Goal is to arrive at a system with clear criteria and assessment processes, so that evaluation of service is authentic and meaningful. The challenge is that faculty participate in many different types of service across the College (CG to All-College), and so objective measurement can be difficult.

Scholarship Criteria

Each Convening Group has compiled a list of activities/work products that constitute legitimate research/scholarship/creative academic work in their discipline for the purpose of evaluation with respect to personnel processes. However, implementation of this model has been uneven. FHRC has recommended steps that should (a) regularly reaffirm/update the lists and (b) ensure that they are consistently available and used. I.e., we want to strengthen and more fully implement the model.

Sabbatical Policy

Goal: Reimagine the Sabbatical Program, moving to a *non-competitive* model (no imposed slot limits, no ranking), so that, through better planning, far more faculty are able to take advantage of the opportunity, and impact of the program on faculty scholarship at Ramapo is maximized.

Rough Sabbatical Process

- Eligibility
- Proposal
- Two **Independent** Sub-Processes

Evaluation of Proposal (CG, Dean, Unit, All-College):
Ultimately, proposal is approved or not approved independent of other proposals.

Feasibility: Dean, Applicant, Convening Group(s) collaborate on a plan to address coverage and resource neutrality.
(Reduced offerings or number of sections, course substitution, adjunct use, etc.)

Possible one year deferral to allow sufficient planning if an approved sabbatical is not deemed feasible for that semester.

Issues for Consideration (Sabbatical)

Accountability

In the past, post-sabbatical reporting has been uneven and largely *pro forma*. We want to strengthen that accountability step and take it more seriously.

Service

Given the importance of service and the need for all members of the community to support the mission of the College through service, the Administration would like to strengthen the role of service in the evaluation for sabbatical eligibility.

For both of the above, a useful guiding principle may be “good faith”.

Continuation of FHRC

FHRC, as a model for continual improvement of the Handbook as a living document, worked well in its inaugural iteration. Some issues will need to be handed over to the Parking Lot for next year. But the composition of the committee and general process were appropriate and effective, i.e., this is a structurally sound mechanism for addressing concerns about the Handbook and personnel processes. We recommend a continuation of the process, largely as conceived and executed this year.