Faculty Meeting Minutes

December 10, 2008

I. Convening of the Meeting  Professor Reggie Caudill

The meeting was convened at 2:40 p.m.

II. Approval of the Minutes

The minutes of October 15, 2008 were approved by a voice vote.

III. Faculty Council  Professor Reggie Caudill

Ongoing Activities of the Council:
- Reestablishment of the Institute Research Committee
- Initiation of TAP for a one year trial period. - There will be a Information Forum on TAP on January 21, from 12:30 – 2:00 p.m.
- Faculty Handbook – Led by Emeritus Professor Robert Lynch
- Defining Process and Procedures on Departmental Mergers and/or Restructuring of Departments.
- Committee on Dorman Honors College.
- Committee on New Faculty Classification
- Nominations for Interim Provost – Completed 12/07/08
- New Course Scheduling System
- Revisions of NJIT Honor Code – Target February 2009

III. Old Business

On Line Course Evaluation – Professor Janice Daniel and Mr. Ray Calluori of Institutional Research. Motion was made to approve the implementation of an on-line course evaluation system for a one year period. All faculty and instructional staff will be required to participate in this system. There will be no change in the evaluation form currently in use. Results will be provided to faculty, departments, and colleges one month after final date for students for their evaluation. Student response rates will be compared to the current system. The motion was approved by a voice vote.

IV. New Business

Five motions were proposed under new business as follows:

1. Department of Information Systems: Motion – “To approve the nomenclature change of the degree from BS Information Systems to BS Web and Information Systems.” Professor Michael Bieber

2. Department of Chemistry and Environmental Science: Motion – “To approve the new program MS Pharmaceutical Chemistry.” Professor Carol Venanzi
3. Department of Computer Science: Motion – “To approve the new program MS Software Engineering.” Professor Michael Baltrush

4. Information Technology Program: Motion – “To approve the new program MS IT Administration and Security.” Professor James McHugh

5. Department of Chemical, Biological, & Pharmaceutical Engineering: Motion – “To approve the new program MS Pharmaceutical Bioprocessing.” Professor Piero Armenante

After discussion, each motion was approved by a voice vote.

V. Report from the President  

President Robert Altenkirch

The President spoke on four issues:
- Status of Alumni Association, Inc.
- Affordability Campaign
- Campus Gateway Plan
- FY 09/10 Budget

On the status of the Alumni Associate Inc, the judge ruled that NJIT could disaffiliate with this association (ruling on September 12, 2008). One remaining issue remains – must we provide the Association with office space. The court hearing to resolve this issue will take place after the 1st of the year. The “old” Alumni Association has 3 million dollars on its books. We will start communicating with donors to see if that money could be assigned to scholarships.

With respect to the Affordability Campaign, it was noted that applications to NJIT for first time full time freshman is up 30%, in part due to the economy. We have started a targeted campaign to attract students and their families to NJIT as a world class university within their economic reach.

The Campus Gateway Plan has taken a step or two forward, as the Broad Street Plan has been approved by Newark’s Planning Board. It should be noted that our Gateway Plan is a subset of this Broad Street Plan. The next step is a second reading of the Broad Street Plan by the City Council on December 17, 2008.

On the FY 09/10 budget, the governor announced no mid-year budget reduction for higher education under the FY/09 budget.

For our FY/10 Budget Request, we have included the following:
- Central High School Planning
- Need for Library Materials
- IT infra-structure
- Academic facility enhancements
- Salary Program
- General Non-Personnel increases

They FY/10 request to the state(process) will begin in late January or February 08.

VII. Adjournment

The meeting was adjourned at 4:15 p.m.

Dr. Harold Deutschman