Faculty Meeting Minutes

April 7, 2010

I. Convening of the Meeting

Professor C. Sylla

The meeting was convened at 2:42pm

II. Approval of the Minutes

The minutes of December 2009 and February 2010 were approved by a voice vote.

III. Faculty Council

Professor C. Sylla

The Chair welcomed the party and announced that Professor Harold Deutschman will not be present and that Heidi Young will be taking notes for the minutes. The Chair gave a brief overview of the work-in-progress projects by the council. He provided a list of the various subcommittees and thanked them for their contributions.

IV. Old Business

1. Motion on Online Course Evaluations

Drs. J. Daniel and P. Deess

a. Dr. Deess presented data to support the use of online course evaluations.
b. Peers that use online evaluations are Drexel, RIT, Virginia Tech, Columbia, Rose-Halman and Carnegie Mellon and currently Rutgers and Montclair are in transition to convert
c. Overall there are pros and cons to both online and paper evaluations.
d. Motion was made to have Online Course Evaluations completely replace paper based evaluations.
e. An amendment to the motion was made to extend the trial process for another year retroactive to beginning of 2010 (so in fact by a semester) and then make a decision.
f. Call to question on friendly amendment: motion passes with 53 yes, 2 no.

2. Faculty Handbook Revisions

Prof. C. Johnson

a. Updates were stated on where we are at with revisions.
b. Council was asked by Middle States to review handbook matters specially issues related to appointments, tenure and promotion, as well as to add updates on university procedures currently missing.

3. Department Restructuring/Discontinuance

Prof. D. Gary

a. Recommends the creation of units to focus on faculty, staff and student issues which may be affected by departmental restructuring.
b. Proposal suggests creation of a nine member Ad-hoc committee to deal with the process and make recommendations to Provost and Deans
c. Six are picked by faculty council and three picked by administration
4. **New Course Scheduling System**  
   **Prof. R. Sher**  
   a. There were concerns presented regarding the new course scheduling system.  
   b. Met with council and registrar and some difficult issues related to scheduling constraints were discussed including and evaluated for solutions. Suggestions include:  
      i. No 8:30am class and evening class in the same day.  
      ii. No evening class followed by an 8:30am class the next morning.  
      iii. They are hoping to have 12-15 new smart classrooms in Central High School to alleviate classroom capacity issues.

5. **Status of TAP**  
   **Prof. C. Sylla**  
   a. There was a one year trial period of Teaching Assignment Process which was approved on the May 08, 2008 meeting.  
   b. The trial period came to a conclusion on May 2009. However, the administration and PSA were engaged in negotiations for maximum teaching load and other aspects of the contract. Thus, the council was waiting to see the results of the negotiations and related terms. Now, the council is gathering facts and will have an information session on April 19th 11:30-1:00 PM. TAP will be discussed at the info session.

V. **New Business**

1. **Procedures for Appointing Department Chairs**  
   **Dr. M. Jonakait**  
   a. Current “2/3 rule” has hampered the appointment of permanent chairs  
   b. Should there be term limits of no more than two terms (six years)  
   c. The proposal includes procedures for Rotating Chairmanship.

VI. **Report from the Interim Provost**  
   **Dr. D. Sebastian**

1. He stated that the council took many tough projects and initiatives. He commends the council for taking on such difficult issues and for a productive year.
2. Proposal for BS Biochemistry was passed by the Board of Trustees
3. Ten highly recommended sabbatical leave applications were approved by the Board of Trustees
4. Commencement will be on Monday, May 17th at the Prudential Center
5. NJIT received a $23 million award to facilitate use of electronic health records
6. Refer all cases of classroom cheating to the Dean of Students office
VII. Report from the President

1. FY10 and FY11 Budget- NJIT down $2.65 million
2. Delay capital projects and hiring
3. FY11 has an $11 billion shortfall which is a 15% reduction
4. 4% tuition increase cap
5. Central High School deal will be closed on or before June 30th
6. 12-15 new classrooms
7. Gateway Project is fully in place
8. Submitted design for middle states self study
9. Faculty separation plan has been rolled out

VIII. Adjournment

The meeting was adjourned at 4:20pm

Heidi Young, CEE Dept. for Dr. Harold Deutschman