September 11, 2008

Present: Ali Akansu, Reggie Caudill, Carol Johnson, Jay Kappraff, Boris Khusid, Bernard Koplik, Marvin Nakayama, Stephen Pemberton, Mesut Sahin, Cheickna Sylla and Haimin Wang
Excused: Maurie Cohen, Janice Daniel and Michael Khader

1. The meeting was called to order at 11:35 A.M.

2. Introduction of newly elected departmental representatives: Professors C. Johnson(HSS), J. Kappraff(Math), S. Pemberton(Federated History)

3. It was moved and seconded to approve the May 8, 2008 minutes with the following correction:

4. Announcements:

Chair Caudill informed Faculty Council about several meetings.

Special Announcement (PSA contract related news):
Chair Caudill reported that he and Vice Chair Sylla had a meeting with Dr. Eugene Golub to discuss PSA and FAC relations, and to get an update on the contract negotiations with NJIT Administration. Dr. Golub provided them with an update of the contract negotiation, which is at an impasse at this time. He informed them about a general meeting scheduled, for Monday 9/15 at 11:30 AM by PSA, to alert all NJIT staff about the critical urgency of situation.

Summary of Meeting with the Provost:
Chair Caudill reported that he and Vice Chair Sylla met with Provost Priscilla Nelson on Wednesday 9/04/08. This was their first meeting in a planned series of biweekly meetings. The purpose is to get an ongoing exchange over pertinent issues related to academic governance and related matters of importance to the faculty. This meeting was also attended by the Dean of Engineering. Chair Caudill reported that the following 3 important matters were discussed.

a. PPN informed them about a proposal by SOA is planning to create a new School of Design. She informed him that Dean Urs Gauchat prepared a proposal, and that he was coming to meet with Faculty Council to introduce and discuss the matters (at the next FC meeting).

b. PPN spoke to them about the new academic program, an MS in Engineering Management, to be taught by the Industrial Engineering and Management Department in Beijing, China. He stated that the program will begin this academic year. He stated that NJIT planned to hire few external faculty
members in Beijing who will be a part of the teaching staff. They will be local employees from NJIT (with different type of contract). Provost Nelson stated that Faculty Council needs to examine the Faculty Handbook issues related to this matter. Two mains items are contract and quality of the external faculty.

c. Dean Sunil also reported about another new program in engineering to be taught in Dubai, at the AE. For this program, some NJIT faculty may elect to live in Dubai for a few years at a time while teaching in the program. This program is still on the drawing table. Pending issues of interest to Faculty Council will be the same as for Beijing’s program.

Schedule for Faculty Council and NJIT Faculty Meetings for Fall 2008
- Chair Caudill stated that according to the Faculty Handbook, FC should be meeting weekly. He said that this was hardly the case in the past. A motion was made to maintain by-weekly meeting, but to set up special meeting on occasions as the need arise. The motion was passed unanimously.
- To organize the Faculty Council meeting in general and to improve the productivity of the meeting, Chair Caudill suggested keeping time table to limit the discussions of the issues. This would help us to make sure the last item on the agenda are also discussed with enough time before 1:00 PM. A motion was made and seconded. The motion passed without any objection.

5. Old Business Topics:

TAP – Update and Action Item
Chair Caudill gave a brief summary and update on the development of TAP, which he said was now in its fifth year. He said that a one year trail period was discussed and under consideration. A Motion was made and seconded to create a sub-committee for the implementation of the one-year trial of TAP. The motion was approved unanimously.
TAP Sub-Committee Members: R. Caudill (Chair), Professors A. Akansu, H. Wang and D. Blackmore

Proposal for Graduate Faculty
Professor B. Khusid gave a summary and updates on this proposal. Chair Caudill reported that this proposal has been discussed and edited considerably. The consensus was that this proposal must be adopted or done with. Concerns were suggested about the need for this categorization at NJIT. Some argued that it will not serve the intended purpose, and that it may in fact leads to division within the faculty. A motion was made and seconded to bring it for a vote at NJIT October 15th Faculty meeting. The motion passed with a vote of 7-in favor and 3-opposed.

Online Course Evaluation
Professor J. Daniel could not attend the meeting, but sent an update on the Online Course Evaluation Proposal. A motion was made and seconded to ask Mr. Perry Deess, at NJIT Instructional Research, to put it on a one-year trial for spring 2009. The motion passed.
Research Administration
Chair Caudill suggested that a university committee is needed to deal with research issues at NJIT. He stated that such a committee used to exist, but was dissolved or abandoned for a number of years. A research committee is definitely not presently functioning at NJIT. Chair Caudill stated that the research administration should be done by an institutional committee; and each of the university academic departments should be represented in the research committee. He asked for nomination for the Faculty Council representation on this committee. The name of Professor B. Khusid was proposed and adopted.

Faculty Handbook
Chair Caudill reported that the faculty handbook was reviewed last year by Professor Bob Lynch (Professor Emeritus from Humanities) who was helped by Professor Walid Hubbi. He believes the work is either finished or near completion, but that Bob Lynch may still be reviewing some of languages of certain sections. He recommended that a new Faculty Council representative be designated to assist in completing the work. Professor C. Johnson was elected and accepted to assist Bob Lynch on behalf of the council.

6. New Business Topics:

NJSOA - new departments or programs
Dean Urs Gauchat and PPP plan to come and present the proposal at next Faculty Council meeting on 9/25th.

Faculty Council Representation on the Banner Advisory Committee (BAC)
Faculty Council was informed that plans are underway for upgrading/updating (SIS, FRS and HR) these systems at NJIT. Chair Caudill proposed that a Faculty Council representation must be selected to work with the BAC. Professor M. Nakayama was selected to represent Faculty Council.

Faculty Council Agenda for NJIT Faculty meeting (for Wednesday, October 15th)
Chair Caudill will draft an agenda to be discussed at the next Council meeting on 9/25th.

Other items for new business
a. Professor of Practice: This is a new title proposed by the provost. The role and qualification must be discussed and described in the Handbook.

b. Affiliated Faculty at associated campuses (e.g., for Beijing, Dubai, and others). Again a new category which role and qualification must be established and included in the Handbook. A Faculty Council sub-committee was elected to look into these issues.
The committee will be made up of Vice Chair Sylla, Professors Ali Akansu and Jay Kappraff.

c. Administration and Faculty Involvement in Albert Dorman College (ADC)
   The issue of lack of faculty involvement with the running of ADC was brought out. Some concerns were reported about the apparent lack of effectiveness, transparency and quality of this program. A motion was made and seconded to elect a study group to learn about passed practices, and make recommendations about operations and faculty role (or roles) in ADC.

   The committee will be made of Professors Ali Akansu (Chair), Steven Pemberton and Mesut Sahin.

d. Evaluation of Senior Administration
   Chair Caudill talked about this process, which he stated is also described in Handbook. It was stated that Prof. Denis Blackmore was involved in this process last time (3 to 4 years ago to be verified with him). More discussions on this may occur when Professor D. Blackmore comes to the next meeting.

e. PSA representative will be Prof. Bernard Koplik.
   Professor Bernard Kopik briefly spoke about the PSA meeting where contract negotiation was discussed. He stated that NJIT administration intention is to gradually reduce COLA and eliminate it at end of the current contract (in 4 years). He reminded people about the planned PSA meeting for Monday 9/15 at 11:30 AM.

The meeting was adjourned at 1:00 PM.