

**CAA
Minutes
October 18, 2006**

Voting members or their representatives: B.J. Antes, M. Baltrush, R. Barat, A. Bladikas, F. Deek, A. Dhawan, R. English, D. Gary, U. Gauchat, N. Gehani, D. Hawk, W. Hunter, N. Jackson, R. Kane, D. Knox, W. Konon, R. Lynch, J. McHugh, E. Michalopoulou (for D. Ahluwalia), T. Marhaba (for W. Konon) N. Steffen-Fluhr, R. Sweeney, D. Ullman, W. Van Buskirk

Others: K. Akhtab, A. Bose, S. Branson, E. P. Deess, C. Gonzalez-Lenahan, K. Kelly, H. Kimmel, D. Misra, S. Morgan, M. Pallotta, W. Reynolds, J. Robertson, C. Rocha, R. Rockland, K. Ronkowitz, M. Saadeghvaziri, B. Tedesco, P. Teklinski, J. Thompson, C. Vos

The meeting was called to order at 10:00 a.m.

The minutes of the September 20, 2006 meeting were accepted.

Report of the Associate Provost

A short-term Academic Integrity Task Force will be created and is expected to issue its final report at the December 20, 2006 CAA meeting. D. Knox will serve on this task force as well as A. Dhawan, J. Gentul (or L. Thomas), R. Kane, M. Pallotta, M. Saadeghvaziri and C. Weaver. As part of its report, the task force will address the issue of the increasing number of complaints regarding incidents that violate academic integrity.

All documents distributed at a CAA meeting as well as other presentation materials (e.g., power point slides) are to be sent electronically to the Office of the Provost for posting on the Provost website.

Master Teacher Activities – R. Rockland

A report of the Master Teacher Committee was distributed providing updates on mentoring, the promotion and tenure process, faculty workshops, teaching portal and national teaching awards.

Teaching, Learning and Technology (“TLT”) Committee Report – D. Ullman

A Summary List of Discussion Issues from AY 2005-2006 was distributed. Specific reference was made to the last issue on the Summary List: Information, Communication and Technology (“ICT”) Literacy Task Force. This task force is now a standing sub-committee of TLT. Discussion followed regarding the need to improve the “Information Literacy” level of NJIT students

College of Computing Sciences' Capstone Team will develop "E-Learning Interactive Course/Orientation/Training on Academic Integrity" with D. Ullman as the team's sponsor. Project will be modeled after the university's sexual harassment online/orientation program. Goal of this project and its deliverable is a greater understanding of and respect for the NJIT Honor Code in both theory and practice.

In collaboration with both the former and current CCS Dean, a public computing facility with Linux machines has been established on the 2nd floor of GITC.

A consolidated TLT @ NJIT calendar was distributed listing October 2006 workshops.

The current computing requirement for undergraduate students was reviewed and a brief discussion ensued regarding anticipating a mobile computing environment.

Library Committee Report – R. Sweeney

Copies of the power point slides were distributed along with a spreadsheet listing AY 2006-2008 Database Cost Estimates and a copy of an article written by R. Sweeney published in Scopus which discusses tracking researchers' output, identifying their collaborators and contributors, and identifying important publications.

Library usage by both internal and external constituents has increased.

Library Liaisons continues to be cited favorably and the Library has implemented a Student Ambassador Program.

Materials budget is far below what it has been in the past.

When new programs, even new courses, are approved, new resources must be identified to support them.

Space continues to be a challenge---current square footage per student at NJIT is smaller than our peer institutions.

Current Library operation will not effectively serve 10,000 FTE students.

A. Dhawan, F. Deek and W. Van Buskirk agreed to draft a resolution for next meeting to bring the issue of inadequate Library resources to the attention of university administration. NJIT must fund the education we offer.

GUR – A. Bose

Revised GUR distributed – largely the same as the previous version. This version now reflects changes/edits agreed to at the September CAA meeting (i.e., English and

Cultural History has been changed to English/Communication and Cultural History and the designation Social Sciences (SS) has been added to section II under Humanities and Social Science Electives – upper level).

Motion was made and seconded to adopt GUR document . Motion passed.

Second motion was made and seconded to direct that the Information Literacy Sub-Committee recommend to the University Curriculum Review Committee (“UCRC”) at the earliest possible time a means of incorporating Information Literacy into the GUR. Motion passed.

NRC Survey of Doctoral Programs, Course Evaluations, Survey Evaluation – P. Deess

National Research Council (“NRC”) will soon distribute their survey to NJIT faculty and faculty are strongly encouraged to return the completed survey by December.

An online Course Evaluation was piloted this past summer which yielded a decent sample. Online evaluations offer significant benefits not the least of which is the cost savings. Discussion ensued in which it was suggested that once evaluations are online, they could be given twice during the semester.

NJ Science Olympiad – H. Kimmel

Program description was distributed. NJIT will host the Northern Regional NJ Science Olympiad for the first time on Thursday, January 11, 2007. This will bring a lot of middle and high school students to our campus for one day. Information tables will be set up during morning registration so that departments and schools can hand out their literature.

Faculty are needed to create and supervise events.

Other Business

B. Tedesco announced that AACSB will be on campus for a site visit on Monday, November 13, 2006.

UCRC has passed a resolution stating its concern for the withdrawal of support for Undergraduate E-learning classes as announced in Joel Bloom's July 11, 2006 memo.

The meeting was adjourned at 12 Noon.