

**CAA
Minutes
November 15, 2006**

Voting members or their representatives: B.J. Antes, M. Baltrush, R. Barat, M. Bieber, A. Bladikas, B. Bukiet (for F. Deek), A. Dhawan, D. Gary, U. Gauchat, N. Gehani, W. Hunter, R. Kane, D. Knox, R. Lynch, S. Mitra, J. McHugh, T. Marhaba (for W. Konon), E. Michalopoulou (for D. Ahluwalia), P. Nelson, J. Schuring, R. Sher, N. Steffen-Fluhr, D. Ullman, W. Van Buskirk

Others: A. Bose, C. Dees, E. P. Deess, R. Federici, C. Gonzalez-Lenanhan, H. gopal, K. Kelly, H. Kimmel, E. Lerner, J. Llewellyn, S. Morgan, M. Pallotta, W. Reynolds, J. Robertson, R. Rockland, M. Saadeghvaziri, A. Schuman, G. Spak, R. Statica, J. Thompson, R. Thompson, C. Wos

The minutes of the October 18 meeting were approved as written.

Report of the President – The budget document has been submitted to the State. The largest request was for funding of the salary program. The document will be available on the web.

Copies of the testimony (November 9, 2006) of the presidents (Altenkirch, McCormick, and Vladeck) of the three research universities were distributed. The documents will be filed with the minutes. Also filed will be excerpts from the November 9, 2006 testimony.

M. Bieber, Acting Chair of the Information Systems Department, asked the president about opening a discussion of the cell tower proposed for the roof of the Guttenberg Information Technology Building. The president explained that the required FCC analysis of the antenna will be done; the FCC must license the tower before it is approved and operational. That data will be shared with the university community.

Nomenclature Change – M.S. Architectural Studies – A. Schuman. **A motion was made and seconded that the name of the M.S. in Architectural Studies be changed to the M.S. in Architecture to better reflect the scope of the program, broaden its appeal and bring it into closer conformance with other M.S. programs at the university. The Graduate Council has already approved of this change. The motion passed.**

Report of the Provost

The pre-registration period is ongoing. We need to know the reasons why students don't pre-register. The registrar will be sending a list of students who have not pre-registered to the Provost's Office. The provost will send an e-mail

to all of these students and the results will be tallied. All other areas normally handled by the departments and the admissions office should still be pursued. P. Nelson will report back to the CAA in December.

Another issue is to determine how students who did not have the appropriate pre requisite courses did in their course work. A report on that issue will be made possibly at the January CAA meeting.

Some responsibility for the placement program has been moved to the Provost's Office. An outside group is needed to assess the entire placement program and compare us with other universities. P. Deess will prepare a report showing the relationship between academic success and placement based on placement exams. The report will be ready in the spring.

The provost thanked all of those concerned with Open House. It was a great success. The pre-professional opportunities need to be better addressed next year.

THE (Trans Hudson Express) Tunnel - NJIT has signed an MoU with the study consultants for this project (joint venture of SYSTRA Consulting Inc. and Parsons, Brinckerhoff, Quade and Douglass). Qualified faculty who would like to become involved with the project should provide their names and resumes to the Provost before Thanksgiving. Student involvement in the project is being sought. CPE can also provide services.

The Board of Overseers (BoO) has made changes to increase the prestige and value of the research and service awards it provides each year. The BoO previously awarded the Harlan Perlis Research Award and the Annual Foundation Overseers Public and Institute Service Award each with a value of \$1,500.00. The new awards will be known as the NJIT Excellence in Research Medal and the NJIT Excellence in Service Award. Each college/school will establish a research award valued at \$2,500 and paid from the NJIT Foundation. These recipients will constitute the slate of nominees considered for the NJIT Medal valued at \$10,000 and paid for from the NJIT foundation. Each college/school may establish a service award but the Office of the Provost will solicit nominations from the broad university community. Up to two Excellence in Service Awards may be given in any year; each award is valued at \$2,500 and paid for from the Foundation. A complete description of the two awards will be filed with the minutes.

The University Committee list continues to be updated. The current list is available for review through the Provost's web page.

D. Ullman reported that the most recent power problems were attributed to the failed internal components of a UPS unit. Computing Services and Physical Plant will work together to resolve these issues.

Report of the Associate Provost - D. Knox reported that the space meetings are ongoing.

The Advising committee met. A much needed pre-professional advising committee was formed; currently there are nine members. There will be a meeting in December for all advisors regarding the transfer credit issue. Other ways to improve will continue to be discussed.

The following motion to express concern regarding the status of the library was offered by W. Van Buskirk, F. Deek, and A. Dhawan. It was moved, seconded, and approved.

The Committee on Academic Affairs is deeply concerned about the current status of the University Library and its ability to continue to adequately support the university's academic programs. Five years ago during its accreditation visit, the Middle States Commission on Higher Education cited the library or 1) inadequate library staff, 2) inadequate public library space, and 3) inadequate book purchases. These problems have not been adequately addressed in the past and are now escalating to a serious situation with further reduced access due to a lack of funds. The CAA strongly urges that library resources be enhanced to serve a critical need of our students and to support our academic programs and accreditations.

P. Nelson said that there is a need to look at the costs as well as the resources. We will continue to have budget problems. She would like R. Sweeney to provide an overview of the requests and asked that action on the motion be tabled until the December meeting so that the level of funding needed could be determined as well as a history of library funding. Others said that the resolution is reasonable and that it simply says the CAA is concerned. A group that will look into the details is needed – one that will report back to CAA., One suggestion was made that an endowment fund be created for the library. P. Nelson will communicate the motion to senior staff.

D. Sebastian will meet with the academic deans on November 16 to discuss the formation of the university research committee.

The NSF kick off event for the NSF Advance Grant and the Academe and Industry Partnership will take place on November 15, 2006. There will be an ongoing seminar series.

P. Nelson, D. Knox., R. Rockland, and J. Bloom are having continuing discussions regarding transfers and relationship with the county colleges. They have met with Essex County College and Morris County College thus far. The aim is to increase the number of county college transfer students.

R. Rockland is continuing to work on a series of workshops to interest and inform the faculty. S. Tekinay will discuss opportunities with NSF; other agencies will be included in the future. J. Sheft is to discuss technology transfer and business start ups. It was suggested that there be a standing time for faculty workshops.

There will be a holiday get together for members of the CAA on December 19. Further details will be forthcoming.