

**CAA**  
Minutes  
April 20, 2011

Voting members or their representatives: M. Baltrush, F. Deek, R. English, E. Farinos, R. Friedman, I. Gatley, U. Gauchat, N. Gehani, N. Loney, N. Maher, T. Marhaba, N. Ravindra, J. Redling, R. Rockland, S. Saigal, R. Sodhi, R. Sweeney, L. Tsybeskov, D. Ullman, W. Van Buskirk, M. Xanthos.

Others: I. Bracero, D. Cirillo, J. Carpinelli, C. Dees, R. Federici, J. Gentul, C. Gonzalez-Lenahan, J. Grundy, T. Johnson, J. Luke, K. Kelly, P. Kenrick, W. Reynolds, H. Ross, J. Thompson, R. Thompson

Meeting called to order at 10:06 a.m.

- Provost Gatley

The minutes of both the March 16th and March 30th CAA meetings were approved as written.

- UCRC Report – R. Friedman

Two items were voted on and unanimously passed at the April UCRC meeting (see attached minutes for more detail):

- 1) Proposals for increased retention and graduation rates

For students who change majors, exclude grades below “C” in the cumulative grade calculation earned in courses that are not applicable to students’ new majors, as determined by the new advisor. The new recalculated GPA will be in effect at the end of the semester in which the student transfers.

> Advisors will be the arbiter of which classes can apply to new major.

- D. Ullman voiced a concern that students will abuse the policy and change majors several times to suit their needs.
- J. Thompson confirmed that Registrar’s office is ready to implement and deal with the appropriate edits in Banner when students make these changes to their major.
- Suggestion made that there be a cut off for changing a major of the semester before graduation.

- 2) Motion to use lower division grade replacement policy in the upper division.

Both motions were passed unanimously.

- Graduate Council – M. Xanthos

1. Motion was approved unanimously at last GC meeting for new course BIOL 628
2. (4) MGMT courses will no longer be cross-listed, but will be replaced with Math classes.
3. J. Grundy reported on the status of his proposal for “Visiting graduate student

research collaborator”  
See minutes (attached)

- Academic Integrity Workshops

Dean Gentul reported on proposed Academic Integrity Workshops that are available to faculty. These workshops are meant to improve the academic environment and increase accountability of students in an effort to prevent violation of academic integrity.

The option of creating a 5 minute YouTube video was introduced in lieu of a workshop where not all community members could attend.

Dominick Cirillo reiterated that this kind of “virtual workshop” could be immensely effective, and would like to see this created and dispersed before final exams.

- Excellence in Research Award

Provost Gatley reminded everyone that all researchers with at least five years of professional service to the Institute are eligible for consideration.

**Currently the set of nominations is too small** – all are encouraged to take action and submit nominations ASAP. Nominations are due no later than **May 15, 2011**.

- Summer Undergraduate Research Program

Provost Gatley reported that there are more than (20) proposals that have been submitted and reviewed by faculty. The initial plan allowed for (5) selections to be funded, but every effort is going to be made to allow for more than the (5) initially promised.

- Math Department

Provost Gatley announced that Daljit Ahluwalia will be stepping down as Chair of the Math Department. The search for a new Chair will be underway soon.

Dr. Bloom asked about a way that Dr. Ahluwalia could be appropriately acknowledged and thanked for his contributions as Chair.

D. Ullman agreed and suggested that something be done formally with the campus community.

A motion to this effect was moved and passed.

- Shared Governance

Dr. Gatley opened the floor for discussion on the status of the proposed Shared Governance model. It was confirmed that the President plans to move forward with plans and that a steering committee should be created within a week’s time.

Some examples were given showing how a Shared Governance model would benefit the NJIT community.

R. Sweeney referred to Information Literacy certification process as well as Academic Integrity issues - we need a group that encompasses all parts of the NJIT community.

D. Ullman pointed to the successful transition to Banner as an example of how shared governance worked well on campus.

B. Van Buskirk noted that faculty should be involved in the discussion when creating the Shared Governance model – there is potential for there not to be “buy in” if they feel they have not been included.

J. Bloom agreed and added that NJIT staff should also be included for the same reasons.

U. Gauchat echoed this, noting it should not be a “Provost proposal”, but rather a joint proposal by all facets of the community.

D. Cirillo agreed and reported that students are happy that they will be represented.

- Commencement

Provost Gatley reported on a recent walk-through of mock commencement utilizing new “green light/red light” technology. It was agreed by attendees of the walk through (students/staff/faculty) that all went smoothly and that the pomp and ceremony of the event will remain intact.

R. Federici confirmed that the Ph.D. process at commencement will not change from previous years.

It was noted that this was yet another example of the whole community working together to come to a resolution on how to update commencement successfully.

- Fall Registration

Dr. Bloom relayed that there is a glitch with our students registering for Fall classes at Rutgers Newark. Students who are not part of a federated program are not able to register for classes at Rutgers until August 1<sup>st</sup>. Additionally, in order for students to register before 8/1 the class they are registering for must be one that is part of a federated program.

This poses a clear problem for our students and we may need to rethink our offerings for the Fall and possibly start to offer some of these courses ourselves.

Dr. Bloom also reported that enrollment of first time-full time freshman is looking good to date, and that there has been some nice growth in Master’s applications. Our budget is being based on an enrollment of 9100 for AY ’11-12.

- Graduate Ambassadors

J. Grundy reported that there are (4) new graduate student ambassadors. They will be charged with reaching out to and welcoming foreign graduate and undergraduate students. It has been asked that if any inquiries come to your departments from these ambassadors that you aid them with the information they need so they can better serve their constituents.

The meeting was adjourned at 11:11am.