

Minutes of the Faculty Meeting of the New Jersey Institute of Technology

October 19, 2016

I. Convening of the meeting Dr. Daniel Bunker, Faculty Senate President

At 2:40 PM the meeting of the NJIT faculty was convened.

II. Approval of Minutes

The minutes of the April 6, 2016 faculty meeting were moved, seconded, and approved by acclamation.

III. Report of the Faculty Senate President Dr. Daniel Bunker

1. The President of FS acknowledged all the members of the FS including the executive committee, voting members, non-voting members, administrative assistant, secretary of the Faculty, the Provost and the President of the University. He also introduced the Standing Committees of the FS. The president noted various means for the faculty to convey their concerns to the Faculty Senate: via their departmental representative, via the Executive Committee, or directly to the President and Vice President of the Faculty Senate.
2. Updates on recent Faculty Senate (FS) Achievements.
 - a. Streamlining and reorganizing the Faculty Handbook to 1/3 the size and formatting the FH as an online document with live links and extensively revised content. The revisions were approved by the Board of Trustees on July 21, 2016, with the exception of revisions to section 7.2 Faculty Evaluation of Administrators, which were rejected by the administration and therefore revert to the prior language.
 - b. Default Department Bylaws were approved by the FS and Provost and are posted on the Provost's website. Bylaws are a minimal set of rules which can be customized by the department. Customized Department Bylaws must be reviewed by the FS and Dean and then approved by the Provost.
3. Ongoing FS initiatives for AY2016-17.
 - a. Faculty Handbook Revisions under consideration by the Committee on faculty Rights and Responsibilities
 - i. Restructuring of Academic Units
 - ii. Incorporating the previously approved "One shot at tenure"
 - iii. Faculty evaluation of administrators.
 - b. Implementation and review of Department Bylaws.
 - c. Curriculum review including GUR review by a subcommittee of CUE.
 - d. Ongoing networking and discussions with constituents and with PSA, Student Senate, GSA, Provost's Office, University Senate, LEC, etc.
4. Faculty Search and Selection Guidelines Dr. Nancy Steffen-Flur
 - a. Dr. Nancy Steffen-Flur presented the Faculty Search and Selection Guidelines. These were developed as a 2020 vision goal. The link to the guidelines is posted on the Faculty Senate website. The guidelines deal with faculty appointments and affiliations, search processes and general guidelines. "All Faculty hiring must be in compliance with Department and University Goals. Equal Employment Opportunity considerations shall be a component of all faculty searches and recruitment procedures." A Motion, posted on the FS website, was made to Modify the NJIT Handbook by adding a reference to the Faculty and Selection Guidelines" The motion was approved by an iClicker vote of 58 in favor and 4 against, with 4

abstentions. University's Faculty Search and Selection Guidelines will be posted on the Provost's website.

IV Report of the Provost

Dr. Fadi Deek

A. Strategic Plan Implementation

Progress has been made on many 2020 vision objectives. These include:

- (a) Enrollment; We have increased the number of applications and selectivity of applicants, average SAT scores rose
- (b) Academic Research: Funded research, publications, and awards all increased between 2014 and 2016.
- (c) Faculty Renewal: The provost discussed the faculty renewal plan saying that 1.5 faculty would be hired for every faculty that separates from NJIT. The Faculty increased between 2014 and 2016 and by 2020 is projected to reach 345. The Provost also discussed diversity and said we need to do better.
- (d) NJIT's Rankings: The objective by 2020 is to increase the international and national rankings. US news ranks NJIT 135 among best colleges and national universities. The Provost also mentioned that NJIT excels at graduate salaries, diversity and inclusion.
- (e) Also, we need to improve 4-year/6-year graduation rate, student engagement and faculty/student ratio.

V. Report from Vice President

Dr. Charlie Fey

- (a) Update on changes in the office of Academic Support and Student Affairs and the Course scheduling process.
 - (1) The Vice President stated\ that scheduling used to be handled by individual departments. Last year the process was started where departmental administrators, registrar and consultants became involved. Schedule for the Spring semester is online. Students will be registering but struggles should be expected. Long range plans are to find proper software and people to help.
 - (2) Registration is ready to go and students are ready to register.
 - (3) Degree Works: The vice president presented graduation plans. Students are on track to graduate and graduation information has been put out. Students should be allowed to walk if they are within 6 credits of graduation and will take the credits in the summer of graduation. Other discussion included planning commencement, admission process, and the number of credits that students are allowed to take.

V. Adjournment

The meeting was adjourned at 3:52 pm.