



NJIT Self Study: Middle States Commission on Higher Education Meeting Documentation

Part 1. Attendance

Committee Number:	Group 3: The NJIT Leadership Process: Institutional Constituencies and the Assurance of Integrity
MSCHE Standard Addressed:	Standard 4: Leadership & Governance
Meeting Date:	2010 October 20
Meeting Time:	4:00 PM – 5:30 PM
Meeting Location:	398 Fenster
Chair:	Dale Gary
Vice-Chair:	Vincent Oria
Committee Advisors:	Richard Sweeney (not present)
Committee Members Present:	Lenny Kaplan, Andrew Sohn, Clarisa Gonzalez, Robert Dresnack
Committee Members Excused:	
Committee Guests:	None
Meeting Purpose:	Follow-up Standard 4 meeting, to go over gathered documentation used to answer Self-Study questions

Part 2: Agenda

Agenda Items	
1:	Go over organizational issues
2:	Discussion of individual reports
3:	Assess need for additional information/study by Institutional Research
4:	Other action items
5:	

Part 3: Discussion of Agenda

Discussion on Agenda Items	
1: Go over organizational issues	<p>Described the format we want for these interim reports, and Moodle pages. The Word document and Moodle entries are to adhere to the following</p> <p>In a Word document that each of you create (one for each question), refer to our work by question number, followed by item number in the powerpoint, i.e. 3.14_1 would refer to item number 1 under question 3.14. For each item number, list the document or documents specified there on one line, or if no document, try to find one or more that are relevant to the point. List also a specific location within the document, and below that pull out the particular excerpt that is most relevant to answering the question. If you wish to add a new document not listed as an item number, feel free to add item numbers at the end. Obviously, there will be exceptions where this prescription does not quite work. In that case, invent whatever is needed according to the spirit of the above, and in all cases try to be as specific as possible about where and what is the part of the document that is relevant. NB: As you go through your assignment, think about whether we need to request a study by Institutional Research (Perry Dees).</p>
2: Discussion of Individual Reports	<p>We had good response on this section, with every question covered well. We went through the questions (Q3.0-Q3.7) in order. On Q3.3, which is a very explicit question about makeup of the boards, we find the boards are heavily skewed to one direction. On Q3.5 and the issue of mentoring for leadership, we believe we should discuss it with the Provost, Joel Bloom and Henry Mauermeyer.</p>
3: Assess need for additional information/study by Institutional Research	<p>No new studies have been identified.</p>
4: Other action items	<p>Dale and Vincent will now organize all of the reports on Moodle and arrange them into a report for the Steering Committee</p>
5:	

Part 4: Action Items from Agenda

Action on Agenda		Individual Responsible
1	Bob Dresnack plans to set up meetings with one or more of the Provost, Joel Bloom and Henry Mauermeyer. .	
2		
3		

4		
5		

Part 5: Remaining Questions

Questions to be Answered		Individual Best Able to Provide Answers