



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

### Part 1. Attendance

<b>Committee Number:</b>	Group 3: The NJIT Leadership Process: Institutional Constituencies and the Assurance of Integrity
<b>MSCHE Standard Addressed:</b>	Standard 4: Leadership and Governance Standard 5: Administration Standard 6: Integrity
<b>Meeting Date:</b>	2009 November 18
<b>Meeting Time:</b>	10:00-11:30
<b>Meeting Location:</b>	590 Fenster
<b>Chair:</b>	Dale Gary
<b>Vice-Chair:</b>	Vincent Oria
<b>Committee Advisors:</b>	Sunil Saigal
<b>Committee Members Present:</b>	Dale Gary, Vincent Oria, Asokan Anandarajan, Marybeth Boger, Bruce Bukiet, Robert Dresnack, Jean Feeney, Clarisa Gonzalez, Lenny Kaplan, Hindy Schachter, Andrew Sohn, Leroy Thomas, Matthew Anderson (UG student)
<b>Committee Members Excused:</b>	Richard Sweeney, Nicholas Tworischuk, George Abdou
<b>Committee Guests:</b>	None
<b>Meeting Purpose:</b>	To select and confirm membership on working group 3, identify other needed members, and organize according to expertise to prepare for next meeting.

### Part 2: Agenda

<b>Agenda Items</b>	
<b>1: Review Membership</b>	George Abdou, Asokan Anandarajan, Marybeth Boger, Bruce Bukiet, Jonathan Curley, Robert Dresnack, Jean Feeney, Clarisa Gonzalez, Lenny Kaplan, Morty Kwestel, Hindy Schachter, Andrew Sohn, Leroy Thomas, Matthew Anderson (UG student)

<b>2: Recommended Additional Faculty Committee Members / Reason</b>	We need someone from Architecture. Reason: Our SOA participant, Glenn Goldman, joined a different group that he thought was more apropos. We need junior faculty representation, preferably a woman. Reason: Tara Alvarez is on maternity leave until fall 2010.
<b>3: Recommended Additional Instructional Staff Members / Reason</b>	Ellen Lerner, because of her expertise in many areas of interest to this group.
<b>4: Recommended Additional Administrator Committee Members / Reason</b>	It was recommended that we request a board member from either board of trustees or overseers, perhaps one from each, to join our group for their administrative perspective.
<b>5: Recommended Additional Student Committee Members / Reason</b>	We have only one student member, so seek one additional undergraduate and one or two graduate students.
<b>6: Distribution of Questions</b>	Have group members self-select their preferred area of expertise among our three standards, and focus their attention on the questions from the area(s) of their interest. Distribute the steering committee's questions to all participants.
<b>7: Charge for Next Meeting</b>	Examine questions from self-declared area(s) of expertise for completeness, adequacy, and answerability. Be prepared for next meeting to suggest wording changes, addition or deletion of questions.

### Part 3: Discussion of Agenda

<b>Discussion on Agenda Items</b>	
<b>1: Additional Members</b>	One specific name was suggested: Ellen Lerner from the Provost's office. In other categories, no specific names were suggested, but group members are to consider the question of whom to recruit from Architecture, junior faculty, and students. It was suggested that one or more board members be solicited for participation.
<b>2: Confirmation of Group Members</b>	All existing members declared their satisfaction with their assignment, and affirmed their enthusiastic participation.

<b>3: Distribution of Questions</b>	Members self-selected into the following categories: Asokan Anandarajan: Leadership & Governance Andrew Sohn: Leadership & Governance Bruce Bukiet: Integrity Leonard Kaplan: Administration Marybeth Boger: Administration Jean Feeney: Integrity, Leadership & Governance Clarisa Gonzalez: (hybrid) Integrity, Administration and Leadership & Governance Leroy Thomas: Integrity, Administration Hindy Schachter: Administration Bob Dresnack: (hybrid) Leadership & Governance, Integrity, Administration Matthew Anderson: Integrity Vincent Oria: Leadership & Governance
<b>4: Charge for Next Meeting</b>	Dale Gary outlined the charge: <b>For Monday's meeting: I ask each of you who self-identified with a particular area to please examine critically the list of questions provided by the steering committee in that area.</b> What you should look for is whether each question is well posed (or could be rephrased make them more acceptable), whether we can identify where we can go to get documentation to answer the question, and whether there are other questions we would like to add.

#### Part 4: Action Items from Agenda

<b>Action on Agenda</b>		<b>Individual Responsible</b>
1:	Suggestions for additional UG student	Leroy Thomas
2:	Suggestions for additional grad students	Clarisa Gonzalez
3:	Suggestions for additional junior faculty	All
4:	Contact with Steering Committee Chair About Recommended New Committee Members, Ellen Lerner, Board members	Dale Gary

#### Part 5: Remaining Questions

<b>Questions to be Answered</b>		<b>Individual Best Able to Provide Answers</b>
1	May we get board member(s) on our group? May we approach Ellen Lerner for participation?	Steering Committee
2	What new faculty can be recommended?	Various
3	What new undergraduate student can be recommended?	Leroy Thomas
4	What new graduate students can be recommended?	Clarisa Gonzalez