

Agenda of the Faculty Senate Meeting

September 28, 2021

WebEx, 11:30 AM–1:30 PM

<http://www5.njit.edu/facultysenate/>

1. Convening of the meeting
2. Approval of minutes of 9/14/21 meeting
3. Report of the Faculty Senate President
4. Sabbatical Proposal (J. Meegoda) – Report on what has transpired
5. *Faculty Search & Selection Guidelines* – Correction to workflow chart (N. Steffen-Fluhr)
6. Distinguished Professors Committee – Recommendations (B. Kimmelman)
7. Egypt Campus – Revisited
8. Demonstration of Election Buddy system (K. Sandella)
9. Presentation – Associate Dean of Students (Charnette Hockaday)
10. Evaluation of Senior Administrators (D. Blackmore)
11. New Business
12. Adjournment

Minutes of the Faculty Senate Meeting
September 28, 2021
WebEx, 11:30AM-1:30PM

1. Convening of the meeting-Anthony Rosato, President
The meeting started at 11:31AM
2. Voting Members Present: E. Farinas, A. Rosato A. Borgaonkar, H. Grebel, R. Rojas-Cessa, N. Steffen-Fluhr, E. Jung Lee, E. Thomas, D. Bunker, B. Khusid, I. Gatley, N. Maher, M. Vinnikov, X. Ding, J. Shi, G. Esperdy, L. Rodriguez-Freire, A. Gerbessiotis, Q. Jones, M. Bandelt, R. Goodman, A. Kosovichev, D. Blackmore, S. Cai, P. Armenante, D. Horntrop
3. Non-Voting Members Present: B. Kolarevic, K. Belfield, A. Hoang, L. Hamilton, R. Asfour, S. Corchado, F. Deek, M. Kam, K. Sandell, B. Baltzis, M. Sharobim, J. Sodhi
4. Guests Present: Jeremy Reich (Office of Institutional Effectiveness), Amitabha Bose (Mathematical Sciences), Marybeth Boger (Dean of Students), Blake Haggerty (Digital Learning & Campus Support), Eugene Deess (Office of Institutional Effectiveness), Burt Kimmelman (Humanities & Social Sciences), Dale McLeod (Human Resources), Laurent Simon (Undergraduate Studies), Jay Meegoda (Civil & Environmental Engineering), Charnette Hockaday (Dean of Students)
5. Approval of the 9/14/2021 Meeting Minutes
Motion to approve the minutes by A. Gerbessiotis and seconded by Q. Jones. The minutes were unanimously approved.
6. Report of the Faculty Senate President: Anthony Rosato
Faculty Senate President went over the agenda for the meeting.
7. Sabbatical Proposal-Report on what has Transpired: Jay Meegoda
Jay Meegoda gave his presentation on the sabbatical proposal report on what has transpired. Topics discussed included: Proposed revision to sabbatical leave, Eligibility, Terms, Advantages & Disadvantages, Where are we?, and Future Activities of CRSCAA. Q&A with discussion followed.
8. Faculty Search & Selection Guidelines-Correction to workflow chart: Nancy Steffen
N. Steffen-Fluhr gave her presentation on the proposed editorial change to Faculty Search & Selection Guidelines flow chart. Motion: In order to maintain the internal consistency of the *Faculty Search and Selection Guidelines*, the Faculty Senate approves of making the following editorial changes to the “Faculty Recruitment Workflow” chart on page 3 of the current FSSG:
NEW Step 2: The Dean charges the search committee and, in concert with the Department Chair and an HR representative, reviews the focus and scope of the position and administrative requirements.
REVISED Step 3: Search Committee meets to review job description, KPI’s, evaluation rubric, timeline, and special efforts planned to identify under-represented minorities and females. **Position is posted on NJIT Careers Site.**
REVISED Step 4: Position is posted on NJIT Careers Site and is advertised externally on job boards, including those targeted to diversity and specific discipline publications; diversity statement is included. Personal contacts are made with prospective candidates, with an emphasis on diversity.

Motion to approve by N. Steffen-Fluhr and seconded by M. Bandelt. Motion was unanimously approved.

9. Distinguished Professors Committee-Recommendations: Burt Kimmelman

Burt Kimmelman gave his presentation on the “Future Process for Promotion to Distinguished Professor” with Recommendations. Recommendations presented:

- Analysis of the nominations by the entire subcommittee should include a comparative analysis with full professors and distinguished (or equivalent, e.g., endowed) professors in the same or closely related field of a candidate.
- Documentation of citations may come from Scopus, Google Scholar, or Web of Science, leaving it to the DP Subcommittee to determine which is (are) the most appropriate data sources for the case at hand. For candidates in the creative fields—music, poetry, literature, architecture, design, etc.—peer recognition may be measured in other ways, such as publication, performance, construction, curation and the like.
- For comparative purposes, whenever possible data should be drawn for faculty from peer or higher institutions.
- Members of the DP Selection Subcommittee should have no potential conflicts of interest per the New Jersey Uniform Ethics Code.
- Presentations within the subcommittee and to the Provost should include a brief summary of the strengths and weaknesses of the candidate.
- In consideration for the rank of Distinguished Professor, there should be a path that ultimately would not depend upon the judgment of an academic unit’s P&T committee. Hence, all nominations, including self-nominations, should start at the department P&T committee, and proceed to the Chair, Dean, and DP subcommittee, with the recommendation added to the nomination at each level. The DP subcommittee would see all nominations along with the recommendations at each level.
- DP Subcommittee members should have staggered 3-year terms.
- All nominations that arrive at the DP subcommittee should have two lists of external reviewer names; one from the candidate and another from the department P&T committee in consultation with the chair and dean. The DP subcommittee may select from these lists and add additional reviewer names as well.
- DP subcommittee members from the same department as a nominee should be the last to speak in discussion of the case.

Q&A with discussion followed. Motion to approve Staggered 3 Year Terms by I. Gatley and seconded by G. Esperdy. Motion was approved with 1 abstention.

10. Egypt Campus-Revised

Egypt Campus discussion revisited. Motion: Faculty Senate recommends to the NJIT administration that NJIT diplomas issued to students graduating from NJIT@Egypt must contain language identifying the fact that the student studied in Egypt. Q&A with discussion followed. Motion to approve by I. Gatley and seconded by D. Blackmore. Motion was approved with 1 abstention.

Discussion on the follow-up to the Ad-Hoc Committee report. A. Bose agrees that the CFRR will include the Egypt Campus on its agenda.

11. Demonstration of Election Buddy System

Election buddy system demonstration will be postponed to another meeting. A. Rosato showed a brief clip about the system from the Election Buddy website.

12. Presentation-Associate Dean of Students: Charnette Hockaday

Charnette Hockaday gave a presentation on Academic Integrity: Information for Faculty & Staff. Topics discussed: What is Academic Integrity, Philosophy of Adjudication, Importance of Reporting, Reporting Form, Conduct Process, Student Rights & Responsibilities, and Educational Initiatives. Q&A with discussion followed. A. Rosato indicates that he will forward any concerns regarding 'academic integrity' to the Office of the Dean of Students.

13. Evaluation of Senior Administrators: Denis Blackmore
D. Blackmore gave his presentation on evaluations of Senior Administrators. He suggests that the FS form an Ad-Hoc committee to initiate the process. He also gave an update on NJIT Presidential Search, indicating that there may be a new President announced at the end of the Fall 2021 semester.
14. New Business
No new business. Motion to adjourn by A. Rosato and seconded by D. Blackmore.
The Meeting ended at 1:27PM