

# Faculty Senate Minutes

October 1, 2014

## 1. Call to order

Amitabha Bose called the regular meeting of the Faculty Senate at 2:30 pm.

## 2. Roll Call

The following voting members were present: M. Bieber, D. Blackmore, A. Bose, Y. Ding, I. Gatley, H. Grebel, M. Khader, N. Maher, E. Michalopoulou, Y. Perl, Z. Qiu, A. Rosato, A. Schuman, L. Simon, A. Sohn, C. Sylla, and S. Tricamo.

The following non-voting members were present: B. Baltzis, E. Bishof, S. Brito, J. Campbell, M. Kam, S. Patel, K. Riismandel and R. Sweeney.

The following others were present: J. Vito and S. Zivras

## 3. Approval of Minutes from Prior Meeting

The minutes from the September 17 meeting were approved.

## 4. Chief Information Officer

A motion was made and seconded to make the Chief Information Officer (David Ullman) a non-voting member of the Faculty Senate. The motion was approved.

## 5. Reports:

Committee on Graduate Education (CGE) – S. Zivras gave an overview of the September committee meeting. The main focus was centered on; PhD students (new application deadline, a \$250.00 non-refundable acceptance fee for International students and new credit requirements for PhD students who enter with a Masters degree) see handouts/email). Fall 2014, 381 PhD students compared to Fall 2013 which was 388. The number of online students has also increased. A motion to approve the CGE report was unanimously approved.

Committee on Information Technology, Library, and Academic Resources (CITLAR) – R. Sweeney informed the committee that the website was changed to: <http://researchguides.njit.edu/citlar> The library budget increased this year by 6%. The committee voted to eliminate library fines, except for reserves, interlibrary loans and replacements). Sweeney also stated that

a survey was conducted regarding advanced computing resources of NJIT benchmark institutions. The senate would like to review the survey.

## **6. Discussion on Grade Appeal Policy**

E. Michalopoulou explained the changes in the Grade Appeal Policy. There was a discussion on the policy regarding how individual departments currently handle grade appeals. If the policy is approved each department will have to establish a grade appeal committee. Discussion centered on a timeline, students first going to the Dean of Students for help and that some students are not comfortable speaking with their professor. All comments, concerns, changes regarding the policy should be emailed to E. Michalopoulou and C. Sylla by Wednesday October 8. Faculty Senate will be ready to vote on the revised policy at the next senate meeting.

## **7. AD HOC Committees**

A. Bose informed senate of the members on the following committees: Retention/Graduation, TAP and 2020.

## **8. New Course Evaluation**

Bose informed the senate that P. Dees, R. Calluori and G. Russell are drafting guidelines for how the faculty will be able to administer the evaluation. There will be 2 periods of opening for the students. Period 1) Instructor choice period; instructor can open when they choose; Period 2) out of class evaluation from 11-22 thru 12-12. A discussion on the existence of a threshold for automatic opening of evaluations in Period 2 occurred. The senate agreed to a 63% threshold.

## **9. New Business**

Make-up Exam Policy – The question of whether a University wide Make-up Policy exists was discussed. The FS will check with the Provost's Office.

## **10. The meeting adjourned at 4.25 p.m.**