

# University Planning Council

## **Kean University**

### **Minutes**

Day	Wednesday
Date	April 9, 2014
Time	1 pm
Room	Kean Hall 127

- I. Announcements by Dr. Bousquet
  - March 5 Minutes distributed, please provide any feedback
  
- II. Middle States Visit
  - Visiting Team Sunday, April 13- Tuesday, April 15
  - Sunday dinner at 6:30 in STEM, RSVP ASAP
  - Agenda will be received soon and invitations will go out via email
  - RSVPs to all MSCHE activities needed promptly
  - Friday time slots available to meet with OAA to review the report and any questions or concerns
  - Everyone who wants to meet will have the opportunity
  - Monday meetings with the visiting team will be scheduled, exit report will be on Tuesday
  - Strategic Plan booklet was distributed
  - Great job by Media and Publication
  - Agenda will be similar to previous visit
  
- III. Subcommittee Update
  - Membership fees will not be included in closing the loop
  - Already included in existing budget line
  - Moving forward information will be provided to individuals receiving resource allocation in advance
  - Draft letter reviewed by committee
  - Funding item will be identified in the letter
  - Requests for faculty lines will continue to be included
  - Alyse Owens, Budget Director will be invited
  
- IV. Quality First Initiatives
  - One proposal received thus far
  - Inquiries received regarding funding period
  - Inquiry regarding appropriateness/eligibility of proposal
  - Focus on two goals of Strategic Plan: Globalization and Student Recruitment and Retention

- Will post application on the UPC QFI website for access
- Spread the word to colleagues and students
- Funds available up to \$100K
- Anticipate more applications closer to the deadline
- Suggestion for QFI funds to be used toward Summer Session or Winter Session funding to assist students
- QFIs will be posted on Google drive when received
- Special schedule will be set up to meet
- Rating forms were used in the past and will be used again (with suggested revisions)
- Revisions suggested once proposals are received
- Rubric will be included on the drive
- Clicker technology will be utilized

President Farahi:

- Three sets of issues
- Joy Moskovitz will electronically forward pending legislation
- Twenty separate bills to affect higher education
- Most are unfunded mandates
- Three are specific and could be harmful to University
- One mandates if university doesn't produce 50% or more graduation rate it will trigger impact
  - Our current graduation rate is just under 50%
  - University can do 50%
  - We know the programs that are responsible for the majority of the delay of graduation; we must address those programs
- Second is mandating 120 credits for baccalaureate degree
  - Many programs may not be able to do what you need to do with 120 credits
  - Will mandate community colleges to do their job with 60 credits
  - Will be very difficult to make adjustments in some programs
  - Gen Ed alone is 35 credits
  - Some programs (like PE) are in the upper 130s
  - Most students don't take SS and Winter courses as much as we want; that would assist our 4-year graduation rates
  - Financial consequences for students without full time load
- Third issue – cost of college

- Cost of tuition and fees at KU is reasonable and affordable
  - Add cost of living in this area, number changes
  - Cost of borrowing, the number changes again
  - The only variable the University can control is tuition and fees
  - Cannot control rent in the area, cost of books
- This University is capable to do what TCNJ did. We can reduce enrollment by 2000-3000 students to do clean up. Only accept 1200 SAT and better, but what then what is our mission?
- Many programs that attract students pursuing American dream will suffer
- There is a large number of students who take courses they shouldn't take and don't take classes they need
- The average two years ago was 9 credits not needed
- Financial aid stops after 5 years
- Remaining cost comes out of student's pocket
- Advisement is the key
- Advisement Task Force is preparing guidelines
- All academic departments receive data on advisee assignments
- Know by mid-semester what the problems are and intercede early
- Most Universities lose 15-20% after first semester
- Advisement responsible for another error
- Accuplacer identifies weakness
- Research shows it is best to place students in courses for success
- If weak in math, don't place in math immediately
- Place in classes for success first
- Comments by Prof Ippolito:
  - First semester advising will be done by CAS
  - Must pay more attention to Freshman and Sophomores
  - Four year graduation map
- President:
  - First advisement by CAS, then academic major before 2<sup>nd</sup> semester
  - Recommendations requested by UPC in addition to Task Force
- If there are students that you determine have major deficiencies we will follow through with support

- Advisement process to be streamlined and connected to individual faculty members
- Will also be part of the assessment process of the success of that student
- In order for the faculty member to change an advisee, the ED and Dean must make sure everything was done and recorded properly with the student
- Many resources in CAS to assist students
- 120 credit rule – if mandated, we will comply
- Begin fall semester and go through 4 year curriculum to identify redundancy.
- Look at GE to see if we can do 30 rather than 35
- 120 is more difficult to accommodate
- Prof. Ippolito: we should incentivize our students. Offer a dollar amount for graduating in 4, 5 years.
- If you need two classes to graduate, perhaps University can provide financial support for Winter or Summer.
- We currently offer money for weekend courses
- Parents to assist with 4 year graduation rate
- Either reduce cost or raise revenue
- We are one of the most efficient Universities in the state
- Consider potential for revenue
- Online is good option, but we must consider
  - Online is more complicated than email
  - Find a way to not cannibalize the students we already have
- Creative programs needed to generate revenue
  - English Immersion
  - Professional development programs
- We must all fully engage in recruitment process
  - Recruitment is everyone's process
  - Everyone should go to high schools to recruit
  - We have amazing faculty, facilities, curriculum
- Another source of income – events and conferences (weddings, bar mitzvahs, etc.)
  - We are already paying to run the buildings, use them
- Grants- those who do it, flourish
  - There is a huge niche in applied research and grants
  - We are extremely competitive in these areas
- China – currently, there are two full professors at WKU
  - Good teachers who promote University are eligible to go

- Open to full time and adjunct faculty
- Traditional, basic programming that can be taken away by online programs: Programs not bound by labs, etc. may be taken away by online programs
- Look at number of transfers to see that the market is shrinking for everyone
- Primary focus of commuter student is time: How many credits will be accepted, how soon will I graduate?
- If students live in the residence halls and participate, their success is higher
- Look at where you are in terms of qualitative graduate programs
- 400 applicants for 30 spots in OT
- We will create an allied health focus – we will have physical therapy, Physician Assistant, Counseling, Speech and Psychology
- Services are needed in an integrated fashion
- 900,000 new people added due to Affordable Health Care Act
- We have to serve these people
- Develop relationships with hospitals, doctors, etc.
- KU Design program now has over 400
- Interior design will become Interior Architecture
  
- Need to figure out a better way to resolve differences when we have them
- Engaging the general public has detrimental effects on the University
- There are ways for the administration to improve, we will figure out a way
- No reason to harm the institution due to personal issues
- Word of mouth has the most impact on the University
- Dr. Henderson comments:
  - Adjuncts work at Community Colleges and can promote
  - No adjunct names on the schedule
  - Middle States has concurrent theme and that is communication
  - Payments not made in timely fashion
- Joy Moskovitz: Previously adjunct names on the schedule without contracts was an issue, names will be added when contracts are issued
- Professor Ippolito: Suggestion to give out Vision 2020 to Counselor Conference on Friday
- President: Large number of counselors feel good about Kean

- Many things to be proud of:
  - Open Houses are very well attended
  - Very enthusiastic attendees
  - We all have the commitment to students in common
  - We must raise the bar and raise expectations

V. Attendance

		<b>Name</b>	<b>Initial</b>
Chair	College of Humanities and Social Sciences	Suzanne Bousquet	X
Vice Chair	Academic Affairs	Joy Moskovitz	X
	College of Visual and Performing Arts	George Arasimowicz	X
	Middle and Secondary Ed/ COE	Linda Cahir	
KFT Pres	Chem. & Physics	James Castiglione	X
	Graduate Part Time Student Council	Ana Claro	
Vice President	Operations	Philip Connelly	X
	ORSP	Joseph Cronin	X
	College of Business and Public Management	James Drylie	Joy Moskovitz
	Campus Planning & Facilities	Phyllis Duke	X
	Campus Planning & Facilities	Tracie Feldman	X
	Library	Kimberly Fraone	
	History; Liberty Hall	Terry Golway	X
KUAFF Pres	Phys. Ed, Rec. & Health	Kathleen Henderson	X
	Associate V.P. Academic Affairs	Sophia Howlett	X
Senate Chair	Elementary & Bi Lingual Education	Patrick Ippolito	X

	Media and Publications	Audrey Kelly	
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<i>Ex Officio</i>	Office of Accreditation and Assessment	Ian Klein	X
	Acting Associate V.P. Kean Ocean	Steve Kubow	X
	University Center	Kerrin Lyles	
	Information Technology	Joseph Marinello	
	Counselor Education	Barry Mascari	X
	College of Natural, Applied, and Health Sciences/ Comp Sci	Patricia Morreale	X
Vice President	Student Affairs	Janice Murray-Laury	X
	Facilities & Maintenance	Steven Pinto	
IFPTE Pres.	Facilities & Maintenance	Andrew Rettberg	
	University Relations	Katherine Roba	
<i>Ex Officio</i>	Institutional Research	Shiji Shen	X
	Campus Police	Adam Shubsda	
Vice President	Academic Affairs	Jeff Toney	X
	Undergraduate Student	TBA	
	Office of the President	Felice Vazquez	X
	Institutional Advancement	Carla Willis	X
	Global MBA/NWGC	Veysel Yucetepe	X
	English/CHSS	Maria Zamora	X

Guests: Wenjun Chi, Office of Accreditation and Assessment  
Susan DeMatteo, Office of Accreditation and Assessment