

## Task Force on Departments and Chairs

Fall 2022

### Working Group Assignments

**Working Group 1** – The Chair Mentoring Working Group has been working on determining a plan of action for the remainder of this semester and next semester. We have met with the Provost to discuss some of our ideas about Chair mentoring including scheduling a University meeting, meeting with "new chairs", professional development for chairs, and a Chairperson Handbook.

Group 1 Lead: Laurie Knis

Member 1: Holly Logue

Member 2: Laura Lorentzen

Member 3: Susan Polirstok (invited resource member)

**Working Group 2** – This group will focus on supporting current Executive Directors as they transition to new roles in Fall 2023 and will work with Human Resources as a result of the staffing assessment to identify the administrative/staffing needs to support the new academic departments.

Group 2 Lead: Joy Moskovitz

Member 1: Nina Rappaport

Member 2: Jennifer Peters (invited resource member)

### **Working Group 3** – Accreditation and Certification

The purpose of this working group is to continue the work of the original task force on Departments and Chairs by exploring the "matters of accreditation" as it applies to the administrative structure of accredited programs and the return to the Chair administrative structure. Initial data was compiled on the accreditation standards and requirements that govern the graduate programs in the former Nathan Weiss Graduate college ( now the College of Health Professions and Human Services). In this phase, we will expand our search to explore accredited professional programs across all colleges to determine compliance with their governing standards and requirements. Additionally, we will explore the impact of licensure and certification, as appropriate to the administrative structure of our academic programs and units.

Group 3 Lead: Fran Daly

Member 1: Ray DiVirgilio

Member 2: Mukul Acharya (invited resource member)

**Working Group 4** – To assess the current roles of Assistant Chairs and Coordinators on campus and project future needs across academic units as we transition fully into a department and chair model. To evaluate existing program structures at other institutions and determine

parameters at Kean that would necessitate an Assistant Chair position and/or other dedicated administrative resources. To recommend to the Task Force regarding 1) when Assistant Chair and Coordinator decisions shall be made, 2) who would be considered as candidates, and 3) what training and guidance should be provided to them prior to the start of their terms.

Group 4 Lead: Marshall Hayes

Member 1: Benito Sanchez

Member 2: Tom Lateano

Member 3: Laura Lorentzen

**Working Group 5-** Governmental Sufficiency - To assess what is needed by any Department to achieve sufficiency, in terms of numbers of faculty of all ranks so that the ARTP process amongst others can be achieved. This group will look for short term solutions, while longer term solutions such as recruiting happen.

Group 5 Lead: Brid Nicholson

Member 1: Effie Christie

Member 2: Marianne Gass (invited resource member)

### Departments and Chairs Implementation Task Force Representation

Co Chairs: Fran Stavola Daly  
Marshall Hayes  
Joy Moskovitz

College of Education	Effie Christie
College of Liberal Arts	Holly Logue
College of Business and Public Management	Thomas Lateano

Hennings College of Science, Technology & Math	Laura Lorentzen
College of Health Professions & Human Services	Ray DiVirgilio
Michael Graves College	Nina Rappaport
KFT	Brid Nicholson
University Senate	Benito Sanchez

Resource Members:

- Mukul Acharya, Office of Accreditation and Assessment
- Hong Gao, Institutional Research
- Laurie Knis-Matthews, Past Task Force Chair
- Jennifer Peters, Human Resources
- Susan Polirstok, Past Task Force Chair
- Marianne Gass, Office of the Provost and Senior V.P. for Academic Affairs
- Orley Wainberg, Financial Planning & Analysis