

University Planning Council

Kean University

Minutes

Day	Wednesday
Date	February 3, 2016
Time	1 pm
Room	Green Lane Building Sixth Floor Conference Room

- I. General Business
 - Meeting called to order at 1:10 with 22 UPC members present

- II. Standing Committees of UPC
 - The charges of existing Standing Committees were discussed and the following changes were suggested.
 - **Strategic Plan Review Standing Committee** will establish a cycle to identify accomplishments of the current Strategic Plan, and revise goals, objectives and timelines as needed.
 - Building on previous work and incorporating the Federal Scorecard data, the **Annual Score Card Standing Committee** will complete the development of a Kean University scorecard. The scorecard will reflect important institutional measures of effectiveness and relevant external data (demographic trends, economic indicators and job market shifts), and will be instrumental in showcasing the unique opportunities offered by Kean University as well as identifying future initiatives.
 - The **Standing Committee to Coordinate the Annual Review of Assessment Results** will be discontinued.

Kean University has successfully completed four annual cycles. The work of this standing committee will be assumed by the Office of Accreditation and Assessment and key UPC members.

- Kean University is beginning work on the Periodic Review Report (PRR) required by the Middle States Commission on Higher Education. Key members of the UPC will serve on the various PRR sub-committees. These UPC members will keep the general membership of the UPC apprised of the ongoing work.
- Membership for the two standing committees was revisited and is attached; a list of UPC members who will serve on PRR is included.

III. Wrap up

- Meeting was adjourned at 2:30 PM; the next general meeting of the UPC will be designated for standing committees to meet to plan the required work.

IV. Attendance

V.

<u>Division/Office</u>		<u>Name</u>	<u>Initial</u>
Chair	College of Humanities and Social Sciences	Suzanne Bousquet	x
	Enrollment Management	Chad Austein	x
Faculty Senate CHSS	Department of History/CHSS	Christopher Bellitto	
KFT Pres	Chem. & Physics	James Castiglione	
VP Operations	VP Operations	Philip Connelly	
<i>Ex Officio</i>	Office of Accreditation and Assessment	Susan DeMatteo	x

Faculty Senate CBPM	Department of Criminal Justice	James Drylie	x
Facilities & Campus Planning	Campus Planning & Facilities	Phyllis Duke	x
University Senate CVPA	Theatre	Rachel Evans	x
Facilities & Campus Planning	Campus Planning & Facilities	Tracie Feldman	x
VP Institutional Advancement	Kean University Foundation	Tonya Hall	
President appt	Associate VP Academic Affairs Wenzhou Kean	Holger Henke	
President appt	Academic Affairs	Sophia Howlett	x
President appt	Elementary & Bilingual Education	Patrick Ippolito	x
Senate Chair	NJ Center for STEM	David Joiner	x
KUAFF Pres	Fine Arts	Lillian Kartischko	
VP University Relations	VP University Relations	Susan Kayne	x
Board of Trustees Liaison	Office of the President	Audrey Kelly	x
President appt	Acting Associate VP, Kean Ocean	Steve Kubow	x (Patti Martino)
Faculty Senate COE	College of Education	Barbara Lee	
VP Student Affairs	University Center	Kerrin Lyles	

VP Operations	Information Technology	Joseph Marinello	
Faculty Senate: NWGC	Counselor Education	Barry Mascari	x
VP University Relations	Undergraduate Admissions	Marsha McCarthy	
University Senate Michael Graves College	Michael Graves College	David Mohney	x
Faculty Senate: NAHS	Computer Science	Patricia Morreale	x
VP Student Affairs	VP Student Affairs	Janice Murray-Laury	
CWA	Facilities & Maintenance	Steven Pinto	
IFPTE Pres.	Facilities & Maintenance	Andrew Rettberg	
President apt.	Liberty Hall	Bill Schroh	
<i>Ex Officio</i>	Institutional Research	Shiji Shen	x
VP Academic Affairs	Academic Affairs	Jeff Toney	
President appt	Special Council, Office of the President	Felice Vazquez	x
VP Academic Affairs	Director, Kean Online	Corey Vigdor	x

VP Institutional Advancement	VP Institutional Advancement	Carla Willis	x
PBA	Campus Police	Ana Zsak	x
Undergraduate Student		Asa Dugger Nigel Donald	x