

# University Planning Council

## Kean University

### Minutes

Day	Wednesday
Date	September 3, 2014
Time	1 pm
Room	Kean Hall 127

- I. Introductions by Dr. Bousquet
  - Council went around the room to introduce ourselves.
  - Welcome to new members:
    - i. Dr. Christopher Bellitto
    - ii. Ms. Tonya Hall
    - iii. Ms. Marsha McCarthy
    - iv. Dr. David Joinerand
    - v. Mr. Nigel Donald (undergraduate Student representative)
  
- II. Presentation and Discussion with Dr, Farahi

Topics that were talked about include the following:

  - Thanked committee for hard work last year launching the strategic plan
  - Moving forward with Vision 20/20 initiatives.
  - Enrollment is strong. Close to 2011 levels, university at or near capacity
  - Parking still a major issue. Added 120 new spots at STEM. Initiative to get full time staff and employees to park on East Campus for the first 2 weeks of the semester
  - Residential facilities doing better – at approximately 95% occupancy

- In talks to construct another 400 bed facility by 2016 with plans for another one (400 beds as well) for 2018
- Dr. Farahi talked about several things that as an institution we need to be aware of moving forward:
  - i. Looking to the future with our reliance on transfer and community college students getting smaller. There is a need to differentiate our programs from those of Community College and Online programs. Have to offer our students more of a valuable experience that they are unable to get other places
  - ii. Need to think of ways of creating internships and practicum experiences for students that will benefit them
  - iii. Rising costs of higher education keep pressure on us to remain affordable.
  - iv. Changing pressures to accommodate smaller class sizes at upper levels while considering raising limits on lower level classes
  - v. Student advisement is area of focus. Some departments are doing a better job than others. Advisement is still a key for student success and making students feel engaged with the university.
  - vi. State legislation requiring 50% graduation rate in six years is also on the table. We are close to that figure already.
- All faculty members are required to go through training once every semester. This includes training in technology and safety and security. Failure to attend training will result in disciplinary action being taken
- All new programs outlined in the strategic plan are on track
- Costs going up – Reviewing strategies to stay within limits of a 3% increase. Public pressure to stay affordable
- Legislative ceiling for a 120 BA degree is still a possibility. Have to be aware of this and adapt our programs to be as close to 120 credits as possible
- International recruitment another important area for the university to consider
- 60 new full time faculty members added to institution (20 at Wenzhou and 40 at Kean Union campus)
- Initiatives are underway to begin search process for new faculty by end of September

- New faculty housing is available November 1<sup>st</sup>
- New faculty will be recruited from all over the country as well as from all over the world. Goal is to offer faculty not from this area a place to live that is reasonable and close to campus. New faculty housing enables will do just that
- Accreditation is still ongoing process and will continue to be of importance as we move forward. MSCHE has changed their 14 characteristics of excellence to 7 characteristics.
- Growing population of Kean students live on campus or near to campus. Need to create life development and leadership opportunities for those students. Suggested a possibility that a QFI initiative could focus on developing more programs in this realm.
- President Farahi mentioned Kean Day on September 12 and mentioned the ice bucket challenge on the 15<sup>th</sup>. Dr. Farahi will match whoever is the largest donor to the ALS ice bucket challenge.
- Dr. Patrick Ippolito mentioned that information on growth and development of academic departments should be shared with individual departments

### III. Discussion of Housekeeping issues

- Attendance Rosters -
- Standing Committee Review-
  - i. Dr. Bousquet passed out lists of current membership on the committees as well as descriptions of what each committee is charged with

### IV. UPC Role in Assessment

- Talked about our role in the assessment process and passed out chart that shows in diagram form the entire institutional assessment system and the role that the UPC plays in this system.
- Ian Klein from Accreditation and Assessment talked in more detail about UPC role in evaluating recommendations made by the VPs regarding planning and resource allocation.
- Timeline in regards to review was discussed with mid-November meeting for the formal committee review mentioned.

V. QFI Award highlights

- Review of applications funded by the president and ones not approved.
  - i. Approved for Funding:
    1. Transfer Mentors for Transfer Students Success and Retention – Sharon Haussmann
    2. PARFORE: Golf as a Means to Prevent Gang Membership – Dr. Jennifer Gardner
    3. Utilizing Technology to Manage the Assessment of the 2013-2020 Strategic Plan and Middle States Accreditation Reporting and Documentation – Susan DeMatteo
    4. Transformative Leadership amid Diversity and Globalization – Dr. Michael Cooper
  - ii. Recommended for Funding but not approved
    1. Needs and Market Analysis for Kean Ocean and Graduate Programs – Chad Austein and Steve Kubow (Memo stated that Dr. Farahi has indicated that University Relations will undertake this project)
    2. An Initiative to Support Strategic Enrollment Management - Chad Austein (Memo stated that Dr. Farahi indicated that this project is already in process and that several reviews have been done.)
- Congratulations to Susan DeMatteo for her application getting funded.

VI. Attendance

		<b><u>Name</u></b>	<b><u>Initial</u></b>
Chair	College of Humanities and Social Sciences	Suzanne Bousquet	x
Vice Chair	Office of Research and Sponsored Programs	Joseph Cronin	x
	Economics	Charles Anderson	
	College of Visual and Performing Arts	George Arasimowicz	x

	History	Christopher Bellitto	x
KFT Pres	Chem. & Physics	James Castiglione	x
Vice President	Operations	Philip Connelly	
	Undergraduate Student	Nigel Donald	x
	College of Business and Public Management	James Drylie	x
	Campus Planning & Facilities	Phyllis Duke	x
	Campus Planning & Facilities	Tracie Feldman	x
	History; Liberty Hall	Terry Golway	
	Institutional Advancement	Tonya Hall	x
KUAFF Pres	Phys. Ed, Rec. & Health	Kathleen Henderson	x
	Associate V.P. Academic Affairs	Sophia Howlett	
	Elementary & Bilingual Education	Patrick Ippolito	x
Senate Chair	NJ Center for Science, Technology & Math	David Joiner	x

	Media and Publications	Audrey Kelly	x
--	------------------------	--------------	---

<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	x
	Information Technology	Joseph Marinello	
	Counselor Education	Barry Mascari	x
	University Relations	Marsha McCarthy	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	
<i>Ex Officio</i>	Institutional Research	Shiji Shen	
	Campus Police	Adam Shubsda	x
Vice President	Academic Affairs	Jeff Toney	

	Phys. Ed, Rec. & Health	John Valentine	
	Office of the President	Felice Vazquez	x
	Center for Online Learning and Professional Development	Corey Vigdor	
Vice President	Institutional Advancement	Carla Willis	x
	Graduate Student	TBA	

Also in attendance: Wenjun Chi - Office of Accreditation and Assessment

Susan DeMatteo – Office of Accreditation and Assessment