

2020 Conditions and Procedures
Plan to Correct
for Continuing Accreditation

New Jersey Institute of Technology
New Jersey School of Architecture

Bachelor of Architecture

Master of Architecture

Date: June 30, 2024



National
Architectural
Accrediting
Board, Inc.



Plan to Correct
(2020 Procedures)

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| Institution | <u>New Jersey Institute of Technology</u> |
| Name of Academic Unit | J. Robert and Barbara A. Hillier College of Architecture and Design's New Jersey School of Architecture |
| Degree(s) (check all that apply) Track(s) (Please include all tracks offered by the program under the respective degree, including total number of credits. Examples: 150 semester undergraduate credit hours Undergraduate degree with architecture major + 60 graduate semester credit hours Undergraduate degree with non-architecture major + 90 graduate semester credit hours) | <input checked="" type="checkbox"/> <u>Bachelor of Architecture</u> Track: <input checked="" type="checkbox"/> <u>Master of Architecture</u> Track: Track: <input type="checkbox"/> <u>Doctor of Architecture</u> Track: Track: |
| Year of Previous Visit | 2022 |
| Current Term of Accreditation (refer to most recent decision letter) | Continuing Accreditation (Eight-Year Term) |
| Program Administrator | Darius Sollohub, Interim Chair |
| Chief Administrator for the academic unit in which the program is located (e.g., dean or department chair) | Gabrielle Esperdy, Interim Dean |
| Chief Academic Officer of the Institution | John Pelesko, Provost |
| President of the Institution | Teik Lim |
| Individual submitting the APR | Darius Sollohub |
| Name and Email Address of Individual to Whom Questions Should Be Directed | Darius Sollohub |



INSTRUCTIONS AND TEMPLATE GUIDELINES

A Plan to Correct is required in cases when the NAAB board determines that the program is not in compliance with one or more of the Conditions for Accreditation, either at the time continuing accreditation is granted or as a result of a Special Report review. Programs with a Plan to Correct will have two years to demonstrate compliance with Conditions for Accreditation noted to be out of compliance. Programs submitting a Plan to Correct will be required to provide a narrative response with supporting documentation and evidence of compliance for each Condition noted to be out of compliance.

Review of the Process. The Accreditation Review Committee (ARC) reviewers will make one of the following recommendations to be acted upon by the board:

- In the event a program has demonstrated compliance with all the Conditions for Accreditation previously noted to be out of compliance, accept the Plan to Correct and approve the program for the remainder of the term of accreditation.
- In the event a program has not demonstrated compliance with the Conditions for Accreditation previously noted to be out of compliance, defer action and require a revised Plan to Correct to address all remaining areas of non-compliance. (Submission timelines are December 15 and June 30.)
- In the event a program's Plan to Correct does not demonstrate compliance with Conditions for Accreditation within two years, continue the Plan to Correct, place the program on notice for a period not to exceed one (1) year, and inform the institution's Chief Academic Officer.
- In the event a program's Plan to Correct does not demonstrate compliance with Conditions for Accreditation within one (1) year of notice, place the program on probation for a period not to exceed one (1) year, require a focused visit on remaining areas of noncompliance within six months, and inform the institution's Chief Academic Officer. All accreditation decisions to place a program on probation will be made public on the NAAB website.

Decisions by the NAAB board regarding the program's Plan to Correct are not subject to reconsideration or appeal.

Instructions

1. Type all responses in the designated text areas. Add additional rows as needed to include all conditions not met.
2. Reports must be submitted as a single PDF following the template format.

Deadline and Submission

Programs determined to be out of compliance with one or more Conditions for Accreditation identified at the spring board meeting will be required to submit a Plan to Correct on or before December 15 of the same year.

Programs determined to be out of compliance with one or more Conditions for Accreditation identified at the fall board meeting will be required to submit a Plan to Correct on or before June 30 of the following year.

Programs that fail to submit a Plan to Correct by the deadline will be placed on Administrative Probation, after notice.

All Plans to Correct should be sent to accreditation@naab.org on or before the appropriate deadline.

Plan to Correct Form

| Conditions Not Met <i>List the number and title of each condition that must be addressed in the Plan to Correct.</i> | Corrective Actions <i>Provide a narrative describing the corrective actions that have been taken and those that are planned but not yet implemented. For all actions taken, provide supporting evidence as described under the relevant Condition in the 2020 Conditions and 2020 Guidelines for the Accreditation Process.</i> | Timeline <i>List the timeline for all corrective actions, including actual or planned start and completion dates.</i> |
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| PC.7 Learning and Teaching Culture | <p><i>Team Comments:</i></p> <p><i>The program did not provide sufficient information to meet the requirements of this criterion. The visiting team confirmed that, from the students' perspective, the program's implementation and enforcement of the new Learning and Teaching Culture policy have not been fairly applied. Students related their concerns are not being heard.</i></p> <p><i>Issues relating to adjunct faculty attitudes and turnover, particularly in the context of work intensity in the capstone and final advanced studios, is a concern. The program needs to provide evidence of its approach to and assessment of how its curriculum, structure, and other experiences foster and ensure a positive and respectful environment that encourages optimism, respect, sharing, engagement, and innovation among its faculty, students, administration, and staff.</i></p> <p>Program Narrative: There are two separate issues that must be addressed in this "Not Met" Condition:</p> <ol style="list-style-type: none"> 1. "The students' perception that the program's implementation and enforcement of the new Learning and Teaching Culture policy have not been fairly applied nor have their voices been heard." <p>In response to concerns raised by students during the team visit, the faculty-led curriculum committee now engages more actively with the Learning and Teaching Culture Policy (LTCP) Taskforce, an independent body working under the AIAS umbrella. Since the visit, the LTCP, has held regular meetings to continuously monitor and evolve the ways the policy is being implemented to foster and ensure a positive and respectful environment that encourages optimism, respect, sharing, engagement, and innovation among faculty, students, administration, and staff in the School of Architecture. The Curriculum Committee meets every month to review and update the B.Arch and M.Arch curriculum. The LTCP student members are invited to the first fall 2024 meeting and will be invited to at regular intervals going forward to provide their feedback.</p> <ol style="list-style-type: none"> 2. "Adjunct faculty attitudes and turnover, particularly in the context of work intensity in the capstone and final advanced studios, is a concern." <p>During the team visit at the end of the Spring 2023 semester the normal end-of-semester stresses were clearly perceptible. However, students were voicing frustration with certain instructors who lacked the ability to modulate curricular requirements in one course with everything else students had to balance as the semester drew to a close. After reviewing complaints from multiple students in one graduate level Advanced Architecture Studio and one undergraduate Synthesis Seminar, the administration determined that one adjunct instructor and one University Lecturer would no longer be assigned to teach these subjects. In alignment with the national trend in the course work that</p> | <p>Started Fall '23 and is ongoing</p> <p>Action taken at the end of Spring '23 implemented in Fall '23.</p> |

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| | <p>addresses the NAAB SC.5 and SC.6, Advanced Studio and Synthesis Seminar continue to pose challenges to students. Nonetheless, it is important to note that we have not received appeals regarding specific instructors teaching individual sections of these courses.</p> <p>Regarding the issue of adjunct turnover, NJIT's recently ratified union contract includes salary adjustments that translate into a more than a 30% increase for our adjunct instructors. This makes NJSOA's part time pay competitive with other New York metro area institutions. When combined with our established practice of providing continuous adjunct teaching assignments, we are confident that we will be able to improve retention of qualified teaching adjunct instructors in the School of Architecture.</p> <p>Supporting Evidence:</p> <ol style="list-style-type: none"> 1. LTCP Website 2. LTCP Ratified document 3. LTCP Minutes/Agendas 4. 2024 UCAN Adjunct Contract | <p>Implemented in Spring '23</p> |
| 5.4 Human Resources and Human Resources Development | <p><i>Team Comments:</i></p> <p><i>While the program demonstrated compliance with the requirements of 5.[4].2 thru 5.[4].3, it did not provide sufficient evidence to demonstrate that it provides adequate student support services and advising in proportion to the growing student population or that it balances the faculty workload.</i></p> <p>Program Narrative:</p> <p>Nonacademic student support services are primarily provided by centralized offices including those run by the Dean of Students, Center for Counseling and Psychological Services (C-CAPS), and the Office of Accessibility Resource Services. Regarding population growth affecting the operation of these centralized services, any increase in the SoA enrollment is immaterial as it would represent less than 1% of the total population of university students typically served.</p> <p>With respect to academic advising in the College and School of Architecture, increased enrollment is a shared concern. We continue to evaluate ways to improve the user experience in the SoA for all students in the undergraduate B.Arch program, where we have experienced the majority of growth over the last five years. This includes maintaining and increasing the number of academic advisors on staff and introducing better digital student self-service portals to handle low-level or routine information and permissions to speed up wait times which represent the bulk of student complaints.</p> <p>All first-year student advising and scheduling is handled centrally outside the college. We are seeking to better serve these students as they move through NJSOA by increasing our advising staff. The attached HCAD budget request was presented to the President's Council and members of the CFO's budget development team at the</p> | |

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| | <p>FY25 Budget Planning Retreat on 5/2/24 and subsequently confirmed in writing to the provost. NJIT budget approval process has been delayed this year due to an unavoidable scheduling change in the Board of Trustees meeting. Page 6 includes our request to search for two HCAD academic advisors. In the meantime, we have added a part-time advisor offering evening advising slots.</p> <p>In addition to personal academic and career advising for each student in the College, the University promotes Degree Works as the primary portal where students receive ground truth information regarding progress-to-degree information. This system relies on high quality data throughput from our central Banner repository mapped to university catalog information. The interoperability of these two systems is being continuously improved and the university recently contracting with an outside company (Higher Digital) to improve Degree Works' accuracy and reliability. NJIT has announced that a new dedicated position in the Registrar's office is being created to manage the Degree Works system. The cumulative effect of an additional advisor and better access for students to real-time information regarding their academic progress should address the root causes of the concerns.</p> <p>To address concerns regarding full-time instructor workload balance, the AY2024-25 School of Architecture hiring plan calls for twelve new full-time instructors over the next three years in the areas of practice, urbanism, technology all under the general umbrella of design and sustainability. These include tenure or tenure track professors and non-tenured university lecturers or professors of practice. Additionally, two Professors of Practice who started in the fall of 2023 are currently under consideration to be converted to fulltime status and one tenure track Assistant Professor will start in fall of 2024 in advance of the AY2024/25 hiring plan.</p> <p>Supporting Evidence:</p> <ol style="list-style-type: none"> 1. Hiring plan to include more academic advisors - p.6 on attached FY25 Annual Budget Presentation. 2. Higher Digital Review 3. NJSOA Department hiring map | <p>Plan forwarded in Spring '24 to be implemented in Fall of '24.</p> <p>Initiated in Fall of '23 and likely resolved in AY2024/25.</p> <p>AY2024-25 to AY2027/28</p> |
| <p>5.6 Physical Resources</p> | <p><i>Team Comments:</i> <i>The program did not provide sufficient information to meet the requirements of this Condition.</i> <i>Due to the growth of the program, it was not demonstrated that physical resources (studios, lecture halls, desk space, labs, printing services, etc.) addressed in sub-conditions 5.6.1, 5.6.2 and 5.6.4 are adequate. Taxed physical resources noted in the visiting team report need to be addressed. Sub-condition 5.6.3 was demonstrated.</i></p> <p>Program Narrative:</p> <p>To address the year-on-year growth especially in the undergraduate B. Arch degree program, HCAD is working with the university on ways to increase studio capacity each semester. We have accomplished this</p> | |

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| | <p>primarily by leveraging space efficiencies produced through the removal of partition walls, floor-mounted power and data outlets, and old stock 36"x60" zinc-clad stationary desks that were specified for the use of CRT 10" deep computer monitors. We've replaced these with new 30" x 60" butcher block rolling desks and with wall or ceiling mounted power and data ports. The multi-million-dollar investments in renovations during summer 2023 and planned for summer 2024 have allowed us to keep pace with the studio enrollment growth each year up through the fall of 2024.</p> <p>All architecture students are required to have their own standardized studio computer prior to beginning classes in their first year in the NJSOA. Supplementing these fully-imaged computers, specialized labs are provided for advanced electives and research.</p> <p>With respect to free printing services, the primary student complaint is that free printers are not available in Weston Hall, our primary facility, during peak printing hours immediately prior to the start of studio on Mondays and Thursday. Our analysis indicates that there is adequate capacity for free printing across campus during peak hours and we have provided students with instructions on the locations of all printers available to them on campus.</p> <p>Supporting Evidence:</p> <ol style="list-style-type: none"> 1. Multilayered Strategy for Adding Studio Space at HCAD 2. HCAD Densified Studio Plans 3. Link to HCAD Computing Requirements 4. NJIT on-campus printing | <p>Phase 1 work started in Summer '23 and completed by Fall '23. Phase 2 work underway in Summer '24 to be completed by Fall '24.</p> <p>Policy continuously maintained for over nearly three decades.</p> <p>Communicated in Fall '23.</p> |
| 6.3 Access to Career Development Information | <p><i>The program did not provide sufficient information to meet the requirements of this Condition. The additional information provided in the form of a link to the NJIT university offerings in the optional response was general in nature. The program needs to provide evidence of specific career development consultation and placement services meeting the requirements of the Condition.</i></p> <p>Program Narrative:</p> <p>The School of Architecture has identified Senior Lecturers as individuals who will be charged with the task of providing career development and placement advice to help students and graduates develop, evaluate, and implement career, education, and employment plans. While the University Career Development Services provides similar services to the NJIT student community, the School of Architecture acknowledges the need for specific mentoring and guidance in the field of architecture. The following Senior University Lecturers will be eligible to provide this advice in exchange for one 3-credit release per year:</p> <p>Mark Bess Tom Ogorzalek Rima Taher</p> | <p>To be implemented in starting in Fall '24.</p> |



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| | Supporting Evidence: <ol style="list-style-type: none">1. Senior University Lecturer career advising in exchange for release time as per PSA contract.2. CVs for all Senior University Lecturers | |