New Jersey Institute of Technology
--innovative, entrepreneurial, engaged

Mission

NJIT is the state’s technological research university, committed to the pursuit of excellence —

- in undergraduate, graduate, and continuing professional education, preparing students for productive careers and amplifying their potential for lifelong personal and professional growth;

- in the conduct of research with emphasis on applied, interdisciplinary efforts encompassing architecture, the sciences, including the health sciences, engineering, mathematics, transportation and infrastructure systems, information and communications technologies;

- in contributing to economic development through the state’s largest business incubator system, workforce development, joint ventures with government and the business community, and through the development of intellectual property;

- in service to both its urban environment and the broader society of the state and nation by conducting public policy studies, making educational opportunities widely available, and initiating community-building projects.

NJIT prepares its graduates for positions of leadership as professionals and as citizens; provides educational opportunities for a broadly diverse student body; responds to needs of large and small businesses, state and local governmental agencies, and civic organizations; partners with educational institutions at all levels to accomplish its mission; and advances the uses of science, technology, engineering and mathematics (STEM) as a means of improving the quality of life.

Vision

A preeminent engineering, design, science and technology university known for research and education fostering innovation, entrepreneurship, and engagement.
NEW JERSEY INSTITUTE OF TECHNOLOGY
BOARD OF TRUSTEES
PUBLIC SESSION

July 23, 2015
4:00 PM

Call to Order

1. **Notice of Meeting to Public** (Statement to be read by the Chair, a requirement of the NJ Open Public Meeting Act) [Pg. 4]

2. **Minutes** (Approve minutes of the June 4, 2015 meeting) [Pg. 6]

3. **Public Comments**

4. **Action Items**
   A. Approve Resolution to Set FY 2016 Schedule of Tuition & Fees [Pg. 10]
   B. Approve Resolution to Adopt FY 2016 Operating and Capital Budgets [Pg. 20]
   C. Approve Resolution to Authorize Renewal of Student Accident & Health Insurance [Pg. 23]
   D. Approve Resolution to Authorize Renewal of Intercollegiate Athletic Insurance [Pg. 26]
   E. Approve Resolution for Revisions to Faculty Handbook [Pg. 29]
   F. Approve Resolution for Faculty Appointments with Tenure [Pg. 61]
   G. Approve Resolution to Authorize Exclusions of Certain Trustees and Officers from Required Filing [Pg. 64]
   H. Approve Resolution to Appoint FY 2016 Trustee Officers

5. **Reports**
   A. President’s Report (J. Bloom)
   B. Operating Statement Year to Date (H. Mauermeyer) [Pg. 68]
   C. Schedule of Short Term Investments (H. Mauermeyer) [Pg. 71]
   D. Report on Status of Comprehensive Campaign and Gift Reports (C. Dees) [Pg. 73]
   E. Report on Enrollment, Summer 2015, Fall 2016 (C. Fey)
   F. Report on Newly Hired Faculty, Fall 2016
   G. Report on Upcoming Calendar of Events [Pg. 78]

6. **Announcement of Next Meeting** [Pg. 81]

Chair to read resolution regarding Closed Session to discuss Personnel, Real Estate, Contracts and Legal Matters to be held on Thursday, September 17, 2015, 2:00 PM, Eberhardt Hall NJIT Alumni Center Board Room.

Announce next public meeting: Thursday, September 17, 2015, 4:00 PM, Eberhardt Hall, NJIT Alumni Center Board Room.

**Adjourn Public Meeting**
1. NOTICE OF MEETING TO PUBLIC
BOARD OF TRUSTEES

STATEMENT TO BE READ AT THE OPENING OF EACH
MEETING OF THE BOARD OF TRUSTEES

“NOTICE OF THIS MEETING WAS PROVIDED TO THE PUBLIC
AS REQUIRED BY THE NEW JERSEY PUBLIC MEETING ACT, IN
THE SCHEDULE OF MEETING DATES OF THE BOARD OF
TRUSTEES OF THE NEW JERSEY INSTITUTE OF TECHNOLOGY
WHICH WAS MAILED AND SENT ELECTRONICALLY TO
THE STAR LEDGER, THE HERALD NEWS, AND THE VECTOR ON
NOVEMBER 20, 2013, AND POSTED ON THE UNIVERSITY WEBSITE.
THIS SCHEDULE WAS ALSO MAILED AND SENT ELECTRONICALLY
TO THE COUNTY CLERK ON NOVEMBER 20, 2013 FOR FILING WITH THAT
OFFICE AND POSTING IN SUCH PUBLIC PLACE AS DESIGNATED BY SAID
CLERK.”
2. APPROVE MINUTES OF THE JUNE 4, 2015 MEETING
NEW JERSEY INSTITUTE OF TECHNOLOGY
BOARD OF TRUSTEES
MINUTES OF PUBLIC MEETING (DRAFT)
(June 4, 2015)

The meeting was called to order by Chair DePalma at 12:00 noon in Eberhardt Hall, NJIT Alumni Center Boardroom, NJIT Campus, Newark, N.J. In attendance were Chair DePalma, Vice Chairs Cordes, DeCaprio and Garcia, Board Members Beachel, Cistaro, Dahms, Knapp, Raia and Sugla. Absent: Board Members Bone, Slimowicz and Taylor. Administrative members in attendance were President Bloom, Provost and Executive Vice President Deck, Sr. Vice President Sebastian, Vice Presidents Christ, Dees, Fey and Turner, Sr. Vice President and Treasurer Mauermeyer and Secretary Stern.

1. In accordance with the New Jersey Open Public Meetings Act, Chair DePalma read the following statement:

"Notice of this Meeting was provided to the public as required by the New Jersey Open Public Meeting Act, in the Schedule of Meeting Dates of the Board of Trustees of the New Jersey Institute of Technology which was mailed and sent electronically to the Star Ledger, the Herald News and the Vector on May 12, 2015, and posted on the University website. This Schedule was also mailed and sent electronically to the County Clerk on May 12, 2015 for filing with that office and posting in such public place as designated by said Clerk."

2. By a motion duly made by Ms. Garcia, seconded by Mr. Cordes and unanimously approved, with Board Members Dahms, Raia and Sugla abstaining, the Board approved the public minutes of the meeting of April 16, 2015.

3. Secretary Stern noted that there were no members of the public registered to speak at the public session.

4. BY A MOTION DÜLY MADE BY DR. DECAPRIIO, SECONDED BY MR. SUGLA AND UNANIMOUSLY APPROVED, the Board voted to APPROVE RESOLUTION FOR 2015-2016 PROMOTION AND TENURE RECOMMENDATIONS.

5. BY A MOTION DÜLY MADE BY MR. CISTARO, SECONDED BY MR. BEACHEM AND UNANIMOUSLY APPROVED, the Board voted to APPROVE RESOLUTION TO AUTHORIZE FY 16 EXPENDITURE FOR ELECTRICITY AND NATURAL GAS.

6. The RESOLUTION FOR THE REVISED DEVELOPMENT AGREEMENT BETWEEN NJIT and 240 MLK BLVD. URBAN RENEWAL COMPANY, LLC was tabled for future consideration.

7. BY A MOTION DÜLY MADE BY MS. GARCIA, SECONDED BY MR. DAHMS AND UNANIMOUSLY APPROVED, the Board voted to APPROVE RESOLUTION TO AMEND BOARD OF TRUSTEES BYLAWS.
8. President Bloom stated that the President’s report was covered in the Closed Session.

9. Treasurer Mauermeyer reported on the Operating Statement Year to Date, and the Schedule of Short Term Investments. Referencing the Board materials, he noted that the report on Page 31 of the book reflect the figures through April 30th of this year. We are on target for all revenues. We did receive the May payment from the State, and our tuition receipts were as expected. Discussing the Supplemental Schedule, he noted that even accounting for our commitments, we are on target. He referenced the table on page 34 of the Board materials, noting that we have working capital to cover Summer expenses, and there will not be new major revenue until the Fall.

10. Board Member Cistaro gave a report on the Status of the Comprehensive Campaign and Gift Reports, as well as the Calendar of Events. We will declare victory in the NEXT Campaign ($150 million target) well ahead of time. Total gifts for the past year amount to $8.1 million. We have increased the amount of significant gifts, and credit should be given to the Advancement group for their efforts. The Calendar of Events is set forth in the Board materials, and is self-explanatory. The annual Celebration event will take place on November 13th.

11. The Chair announced that the next regularly scheduled Closed Session would be convened on Thursday, July 23, 2015 at 2:00 PM at Eberhardt Hall Alumni Center Board Room, to discuss personnel, real estate, legal and contractual matters. The following resolution was read and approved by all Trustees present:

WHEREAS, there are matters that require consideration by the Board of Trustees that qualify under the Open Public Meetings Act for discussion at a Closed Session;

NOW THEREFORE, BE IT RESOLVED, that the Board of Trustees shall have a Closed Session to discuss matters involving personnel, real estate, legal and contractual matters on Thursday, July 23, 2015 at 2:00 PM, Eberhardt Hall Board Room.

The next regularly scheduled Public Session of the Board will take place on Thursday, July 23, 2015 at 4:00 PM, Eberhardt Hall Board Room, following the Closed Session of the Board.

12. The public session was adjourned at 12:15 PM, and the Board will continue to meet in closed session at 1:00 PM for the Retreat portion of the meeting.
3. PUBLIC COMMENTS
4A. APPROVE RESOLUTION TO SET FY 2016 SCHEDULE OF TUITION & FEES
STATEMENT
SCHEDULE OF TUITION AND FEES

The proposed Schedule of Tuition and Fees for FY 2016 has been carefully reviewed and has been the subject of a public hearing as required by Law. The Legislature and Governor have acted to establish the base appropriation. The FY 2016 base State appropriation is $35.44 million, a reduction of $2.256 million from FY 2015.

Shown below are the FY 2015 and proposed FY 2016 per semester tuition and mandatory fees for full-time, in-state undergraduates attending NJIT, which results in a 3.45% increase.

UNDERGRADUATE IN-STATE
FULL-TIME, PER SEMESTER

<table>
<thead>
<tr>
<th></th>
<th>FY15 Approved</th>
<th>FY16 Proposed</th>
<th>Total $ Δ</th>
<th>Total % Δ</th>
</tr>
</thead>
<tbody>
<tr>
<td>NJIT</td>
<td>Tuition</td>
<td>Fees</td>
<td>Total</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$ 6,560</td>
<td>$ 1,264</td>
<td>$ 7,824</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$ 6,757</td>
<td>$ 1,337</td>
<td>$ 8,094</td>
<td>$ 270</td>
</tr>
</tbody>
</table>

For comparison purposes, the Rutgers Engineering undergraduate, in-State tuition and fee rates per semester are displayed below:

<table>
<thead>
<tr>
<th></th>
<th>FY15 Approved</th>
<th>FY16 Approved</th>
<th>Total $ Δ</th>
<th>Total % Δ</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rutgers Engineering</td>
<td>Tuition</td>
<td>Fees</td>
<td>Total</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$ 6,084</td>
<td>$ 1,446</td>
<td>$ 7,530</td>
<td></td>
</tr>
<tr>
<td></td>
<td>TBD</td>
<td>TBD</td>
<td>$ -</td>
<td></td>
</tr>
</tbody>
</table>

A resolution to adopt the proposed Schedule of Tuition and Fees has been prepared for your consideration.

Exhibit A, attached to this statement, compares the FY2015 Board approved rates to the proposed FY 2016 rates.

Attachment A of the Board of Trustees FY 2016 Tuition and Fees resolution reflects a complete list of proposed FY 2016 Tuition and Fees.
NEW JERSEY INSTITUTE OF TECHNOLOGY  
Schedule of Tuition & Fees

EXHIBIT A  
Summary Change - In-State Full Time Undergraduate

<table>
<thead>
<tr>
<th></th>
<th>FY 2015 Approved</th>
<th>FY 2016 Proposed</th>
<th>DIFFERENCE From FY15 Approved</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-Time Per Semester Tuition</td>
<td>$ 6,560</td>
<td>$ 6,757</td>
<td>$ 197</td>
</tr>
<tr>
<td>Full-Time Per Semester Fees</td>
<td>$ 1,264</td>
<td>$ 1,337</td>
<td>$ 73</td>
</tr>
<tr>
<td>Full-time In-State Tuition and Fees</td>
<td>$ 7,824</td>
<td>$ 8,094</td>
<td>$ 270</td>
</tr>
</tbody>
</table>

Complete Schedule of Mandatory Tuition and Fees

<table>
<thead>
<tr>
<th></th>
<th>FY 2015 Approved</th>
<th>FY 2016 Proposed</th>
<th>DIFFERENCE From FY15 Approved</th>
</tr>
</thead>
<tbody>
<tr>
<td>TUITION</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Undergraduate</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>In-State</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Full-Time Per Semester</td>
<td>$ 6,560</td>
<td>$ 6,757</td>
<td>$ 197</td>
</tr>
<tr>
<td>Part-Time Per Credit</td>
<td>499</td>
<td>514</td>
<td>15</td>
</tr>
<tr>
<td>Out-Of-State</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Full-Time Per Semester</td>
<td>$13,380</td>
<td>$13,826</td>
<td>$446</td>
</tr>
<tr>
<td>Part-Time Per Credit</td>
<td>1,144</td>
<td>1,182</td>
<td>38</td>
</tr>
<tr>
<td>Graduate</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>In-State</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Full-Time Per Semester</td>
<td>$ 9,033</td>
<td>9,304</td>
<td>$271</td>
</tr>
<tr>
<td>Part-Time Per Credit</td>
<td>982</td>
<td>1,011</td>
<td>29</td>
</tr>
<tr>
<td>Out-Of-State</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Full-Time Per Semester</td>
<td>$13,229</td>
<td>13,670</td>
<td>$441</td>
</tr>
<tr>
<td>Part-Time Per Credit</td>
<td>1,397</td>
<td>1,444</td>
<td>47</td>
</tr>
</tbody>
</table>

| MANDATORY FEES – Per Semester    |                  |                  |                               |

| Full-Time (12 or More Credits)  |                  |                  |                               |
| University Fee                  | $ 1,209           | $ 1,282          | $ 73                          | 6.04%                        |
| Undergraduate Student Senate - Activities Fee | 55              | 55              | $ 0                           | 0.00%                        |
| Graduate Student Association - Activities Fee | 44              | 44              | $ 0                           | 0.00%                        |
| TOTAL UNDERGRADUATE             | 1,264            | 1,337            | 73                            | 5.78%                        |
| TOTAL GRADUATE                  | 1,253            | 1,326            | 73                            | 5.83%                        |

| Part-Time                       |                  |                  |                               |
| Per Credit                      |                  |                  |                               |
| University Fee                  | $ 142            | $ 151            | $ 9                           | 6.34%                        |
| Undergraduate Student Senate - Activities Fee | 6              | 6               | $ 0                           | 0.00%                        |
| Graduate Student Association - Activities Fee | 5              | 5               | $ 0                           | 0.00%                        |
| TOTAL UNDERGRADUATE PER CREDIT | 148              | 157              | 9                             | 6.08%                        |
| TOTAL GRADUATE PER CREDIT       | 147              | 156              | 9                             | 6.12%                        |
CLARIFICATION ON PARKING RATES DESCRIPTION
### NEW JERSEY INSTITUTE OF TECHNOLOGY

**Schedule of Tuition & Fees**

EXHIBIT A (Continued)

<table>
<thead>
<tr>
<th>PER OCCURRENCE FEES</th>
<th>UNDERGRADUATE FY 2015</th>
<th>UNDERGRADUATE FY 2016</th>
<th>GRADUATE FY 2015</th>
<th>GRADUATE FY 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>* Indicates change from FY 2015</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>* Application/Re-admission/Non-Matriculation</td>
<td>570</td>
<td>575</td>
<td>565</td>
<td>575</td>
</tr>
<tr>
<td>Late Registration</td>
<td>100</td>
<td>100</td>
<td>100</td>
<td>100</td>
</tr>
<tr>
<td>* Late Payment</td>
<td>100</td>
<td>N/A</td>
<td>100</td>
<td>N/A</td>
</tr>
<tr>
<td>* Late Payment Penalty</td>
<td>N/A</td>
<td>500</td>
<td>N/A</td>
<td>500</td>
</tr>
<tr>
<td>* Deferred Payment Plan (2 Payments)</td>
<td>50</td>
<td>N/A</td>
<td>50</td>
<td>N/A</td>
</tr>
<tr>
<td>* Deferred Payment Plan (3 Payments)</td>
<td>100</td>
<td>N/A</td>
<td>100</td>
<td>N/A</td>
</tr>
<tr>
<td>* Payment Plan Set-up</td>
<td>N/A</td>
<td>100</td>
<td>N/A</td>
<td>100</td>
</tr>
<tr>
<td>* Payment Plan Late Fee</td>
<td>N/A</td>
<td>100</td>
<td>N/A</td>
<td>100</td>
</tr>
<tr>
<td>* Schedule Change</td>
<td>25</td>
<td>N/A</td>
<td>25</td>
<td>N/A</td>
</tr>
<tr>
<td>* Re-enstatement</td>
<td>225</td>
<td>N/A</td>
<td>225</td>
<td>N/A</td>
</tr>
<tr>
<td>Thesis</td>
<td>N/A</td>
<td>N/A</td>
<td>75</td>
<td>75</td>
</tr>
<tr>
<td>* Maintaining Registration</td>
<td>N/A</td>
<td>N/A</td>
<td>100</td>
<td>100</td>
</tr>
<tr>
<td>Matriculation (1)</td>
<td>25</td>
<td>25</td>
<td>50</td>
<td>50</td>
</tr>
<tr>
<td>Commencement (1)</td>
<td>120</td>
<td>120</td>
<td>120</td>
<td>120</td>
</tr>
<tr>
<td>Parking</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>* Part-time Commuter [per semester]</td>
<td>110</td>
<td>140</td>
<td>110</td>
<td>140</td>
</tr>
<tr>
<td>* Full-time Commuter [per semester]</td>
<td>220</td>
<td>250</td>
<td>220</td>
<td>250</td>
</tr>
<tr>
<td>* On-Campus Resident [per semester]</td>
<td>N/A</td>
<td>325</td>
<td>N/A</td>
<td>325</td>
</tr>
<tr>
<td>* Health Insurance (2)</td>
<td>815</td>
<td>1,247</td>
<td>815</td>
<td>1,247</td>
</tr>
<tr>
<td>International Student Fee [per semester]</td>
<td>125</td>
<td>125</td>
<td>125</td>
<td>125</td>
</tr>
<tr>
<td>* Optional Practical Training Application Fee</td>
<td>N/A</td>
<td>200</td>
<td>N/A</td>
<td>200</td>
</tr>
<tr>
<td>* First Year Student Fee</td>
<td>200</td>
<td>230</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Transfer Student Orientation</td>
<td>30</td>
<td>30</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

[1] A one-time matriculation fee will be assessed to all new matriculating students [full or part-time] beginning with their first registration (fall 2014 semester). Students assessed this fee would not be assessed the commencement fee once they apply for graduation. The commencement fee will continue being assessed to all students who had been previously registered prior to fall 2014 semester.

[2] Health insurance coverage is refundable once the student provides proof of medical coverage.

### Per Occurrence Fee Changes

1. The first year student fee will increase by $30 to $230, supporting increased costs associated with the expanded overnight freshmen orientation program.

2. A $200 optional practical training [OPT] application fee will be assessed to recently graduated international students wishing to work in the US. Revenue generated will support the Office of International Students in complying with the Federal government reporting requirements.

3. The student health insurance fee will increase to $1,247, which is refundable once the student provides proof of medical coverage.

4. Late Payment ($100) and deferred payment plan ($50 or $100) fees will be eliminated and will be replaced with: payment plan set-up fee ($100), payment plan late fee ($100), and late payment penalty ($500).

5. The schedule change fee ($25) will be eliminated.

6. The re-enstatement fee ($225) will be eliminated.

7. Parking rates will be increased by approximately 14% to support the new parking deck debt service. A new on-campus ‘resident’ student rate will also be implemented.
RESOLUTION TO SET FY 2016 SCHEDULE
TUITION AND FEES

WHEREAS, after review of the FY 2016 Budget, it has been determined that additional revenues are required to provide necessary resources, and

WHEREAS, the FY 2016 Schedule of Tuition and Fees has been reviewed and increases recommended, and

WHEREAS, pursuant to law, there has been a Public Hearing on the subject of the FY 2016 Tuition and Fees Schedule, and

WHEREAS, for full time In-State undergraduate students, the per semester tuition increase is $197 and the per semester mandatory fee increase is $73, resulting in an overall tuition and mandatory fee increase of $270 per semester or 3.45%, and

WHEREAS, the complete FY 2016 Schedule of Tuition and Fees is shown on Attachment A.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees sets the FY 2016 Schedule of Tuition and Fees as shown on Attachment A.

Holly C. Stern, Esq.
General Counsel and
Secretary to the Board of Trustees
New Jersey Institute of Technology

July 23, 2015
Board Resolution No.
UPDATED E-TUITION FEES & ROOM & BOARD RATES
NEW JERSEY INSTITUTE OF TECHNOLOGY
PROPOSED TUITION & FEE SCHEDULE 2015-2016

Attachment A

ACADEMIC YEAR 2015/2016

<table>
<thead>
<tr>
<th></th>
<th>RESIDENT</th>
<th>NON-RESIDENT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Tuition</td>
<td>Fee</td>
</tr>
<tr>
<td>UNDERGRADUATE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Part-time (Less than 12 credit hours per semester)</td>
<td>$514 per credit</td>
<td>157</td>
</tr>
<tr>
<td>Full-time (12 to 19 credit hours per semester)</td>
<td>6,757 per semester</td>
<td>1,337</td>
</tr>
<tr>
<td>Each credit hour over 19 credits per semester</td>
<td>514 per credit</td>
<td></td>
</tr>
<tr>
<td>GRADUATE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Part-time (Less than 12 credit hours per semester)</td>
<td>1,011 per credit</td>
<td>156</td>
</tr>
<tr>
<td>Full-time (12 to 19 credit hours per semester)</td>
<td>9,304 per semester</td>
<td>1,326</td>
</tr>
<tr>
<td>Each credit hour over 19 credits per semester</td>
<td>1,011 per credit</td>
<td></td>
</tr>
</tbody>
</table>

WINTER SESSION 2015/2016 AND SUMMER SESSION 2016

<table>
<thead>
<tr>
<th></th>
<th>RESIDENT</th>
<th>NON-RESIDENT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Tuition Per Credit</td>
<td>Fees Per Term</td>
</tr>
<tr>
<td>Undergraduate</td>
<td>514</td>
<td>157</td>
</tr>
<tr>
<td>Graduate</td>
<td>1,011</td>
<td>156</td>
</tr>
</tbody>
</table>

[1] - Fee consists of university fee and student activities fee.
[2] - In addition, all full-time students and all international students (full & part-time) will be charged $1,247 for health insurance coverage, which is refundable once the student provides proof of medical coverage.
[3] - In addition, there is a $125 per semester charge for international students.

SPECIAL PROGRAMS:

e - Tuition Program (Tuition Per Credit) 1,170 (plus $151 per credit University Fee)

Picatinny UG Program (Tuition Per Credit) 568 (Plus $110 per semester registration fee)

Picatinny GR Program (Tuition Per Credit) 1,002 (Plus $110 per semester registration fee)

Executive Management Program 57,500

Typical Student On-Campus Room And Board 11,942
CLARIFICATION OF STUDENT PARKING DESCRIPTION
### PER OCCURRENCE FEES

<table>
<thead>
<tr>
<th>Service</th>
<th>UNDERGRADUATE</th>
<th>GRADUATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application/Re-admission/Non-Matriculation</td>
<td>$75</td>
<td>$75</td>
</tr>
<tr>
<td>Late Registration</td>
<td>100</td>
<td>100</td>
</tr>
<tr>
<td>Late Payment Penalty</td>
<td>500</td>
<td>500</td>
</tr>
<tr>
<td>Payment Plan Set-up</td>
<td>100</td>
<td>100</td>
</tr>
<tr>
<td>Payment Plan Late-Fee</td>
<td>100</td>
<td>100</td>
</tr>
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(1) A one-time matriculation fee will be assessed to all new matriculating students (full or part-time) beginning with their first registration (fall 2014 semester). Students assessed this fee would not be assessed the commencement fee once they apply for graduation. The commencement fee will being assessed to all students who had been previously registered prior to fall 2014 semester.

(2) Health insurance coverage is refundable once the student provides proof of medical coverage.
4B. APPROVE RESOLUTION TO ADOPT 2016 OPERATING AND CAPITAL BUDGETS
Statement Resolution to Adopt FY 2016 Operating and Capital Budgets

The administration has carefully developed Operating and Capital Budgets for FY 2016, examining revenue and expense options. Following an iterative, consultative process, the resulting FY 2016 Operating Budget is a balanced budget which provides for the allocation of available resources consistent with the university mission.

The authorized spending limits are the amounts the Administration is authorized to spend with a single vendor in return for receiving services during FY 2016. There are three categories of expenditure – operating budget, capital budget, and restricted funds budget. All three are subject to University Purchasing Policies. The operating budget has a per annum of $750,000 threshold (multi-year contracts that exceed $750,000 require Board of Trustees authorization); the capital budget limit is the amount in the approved Capital Budget for Annual Maintenance Projects and Major Projects (contracts that exceed $750,000 in aggregate value, while bid is for disparate projects, require Board of Trustees approval); the threshold for restricted funds is the amount in the approved grant or contract.
Resolution to Adopt FY 2016
Operating and Capital Budgets

Whereas, the administration has developed balanced Operating and Capital Budgets, and

Whereas, the administration has presented said Budgets to the Audit and Finance and the Buildings and Grounds Committees respectively and to the Executive Committee, and

Whereas, said Committees of the Board have reviewed same and recommend acceptance of the administration’s proposed Budgets, and

Whereas, the Board of Trustees have set the FY 2016 Schedule of Tuition and Fees, and

Whereas, the recommended spending limits from the Budgets to single vendors during the fiscal year without further Board approval, in accordance with the University Purchasing Policies, are established to provide fiscal control and promote fair and reasonable contracting practices, and

Now Therefore Be It Resolved that the Board of Trustees adopts the FY 2016 Operating and Capital Budgets, and

Be It Further Resolved that the administration’s authorized spending limits from the budgets to single vendors during the fiscal year without further Board approval, and subject to University Purchasing Policies are as follows:

- for university accounts $750,000 in a single annual or multi-year contract, above which Board of Trustees authority is required,
- for capital accounts in the Approved Capital Budget, within the amounts approved for Annual Maintenance Projects and Major Projects, up to $750,000 above which Board of Trustees authority is required, and
- for Research Contracts, the amounts as approved by the external source.

Holly C. Stern, Esq.
General Counsel and
Secretary to the Board of Trustees
New Jersey Institute of Technology

July 23, 2015
Board Resolution No.
4C. APPROVE RESOLUTION TO AUTHORIZE RENEWAL OF STUDENT ACCIDENT & HEALTH INSURANCE
STATEMENT

NJIT requires that all full-time, domestic undergraduate students, domestic graduate students carrying a minimum of 9 credit hours, F1 and J1 international students carrying 3 or more credit hours have health insurance that is compliant with the Patient Protection and the Affordable Care Act (PPACA) legislation. If a student cannot demonstrate that they have insurance they must purchase the insurance from a program offered by NJIT.

The university uses the insurance broker T.L. Groseclose, Inc. to place insurance coverage and act as an intermediary between NJIT and the insurance carrier. T. L. Groseclose has serviced the university for many years and the NJIT Student Health Services Department is satisfied with their services. The commission charged is 3%.

For the 2015 - 2016 insurance policy renewal, T.L. Groseclose received competitive quotes from:
- AIG (incumbent carrier)
- Aetna
- United Health Care

Premium quotations received from these three firms were all in the $1,200 range. In addition to offering an insurance program that is PPACA compliant, these three firms have the necessary information technology support to allow for on-line student registration and claims administration.

The academic year 2014 - 2015 student health insurance policy basic premium was placed with AIG at a cost of $815. The academic year 2015 – 2016 student health insurance policy recommended by the Office of the Vice President for Academic Support and Student Services and the Student Health Services Department is with Aetna and requires a $1,247 premium.

This policy provides several notable program improvements:
- Co-insurance: Students are responsible for 10% of the in-network cost. Under the expiring policy they were responsible for 20% of the in-network cost
- Maximum Out of Pocket Expense: Student’s maximum out of pocket cost will be $3,500. The expiring policy had a maximum out of pocket cost of $5,000
- Prescriptions: Student pays $15 for generic drug. Under the expiring policy, the student was responsible for 20% of the cost of the prescription
- Network Size: 668,000 doctors, over 5,577 hospitals and 68,000 pharmacies participate in the Aetna plan
- National Name Recognition: Aetna has national name recognition so there is less confusion when a student seeks medical coverage and presents their ID Card

Several other factors impact the 2015 – 2016 premium increase, including:
- The 2014 - 2015 premium was negotiated during the 2013 -2014 policy period when the university negotiated a 15% cap on any increases to the 2014-2015 policy period
- An examination, by the carriers, of NJIT’s recent year’s loss experience, which indicated that NJIT’s loss experience is approximately 119% compared to the industry standard, which anticipates a loss experience of approximately 80%
- Loss experience has also been affected by the elimination of preexisting medical conditions exclusions per the PPACA requirements.
RESOLUTION TO AUTHORIZE
RENEWAL OF STUDENT ACCIDENT & HEALTH INSURANCE

WHEREAS, the university requires all full-time undergraduate and graduate students to have basic health and hospitalization insurance coverage that is compliant with the Patient Protection and the Affordable Care Act (PPACA) legislation, and

WHEREAS, if a student is unable to document that they have the required coverage, the university provides appropriate insurance at the students expense, and

WHEREAS, the insurance agency, T. L. Groseclose Associates, Inc. after review of the insurance market, proposes for 2015-2016 academic year, a policy requiring a $1,247 premium per student for accident and health care for full time domestic students and for international students with three or more credits, and

WHEREAS, the insurance agency has negotiated a cap such that any premium increases for the 2016-2017 academic year will not exceed 15% of the 2015-2016 academic year premium, and

WHEREAS, T. L. Groseclose assists the university with coverage issues and claims disputes, and

WHEREAS, NJIT Student Health Services Department and the Office of the Vice President for Academic Support and Student Services is satisfied with the services of T.L Groseclose, and

WHEREAS, students are directly billed the insurance premium,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees authorizes the renewal of the Student Health Insurance Program through T.L. Groseclose Associates, Inc. for the 2015-2016 academic year with a base premium not to exceed $1,247 per student.

Holly C. Stern, Esq.
General Counsel and
Secretary to the Board of Trustees
New Jersey Institute of Technology

July 23, 2015
Board Resolution No.
4D. APPROVE RESOLUTION TO AUTHORIZE RENEWAL OF INTERCOLLEGIATE ATHLETIC INSURANCE
STATEMENT

NJIT pays for the intercollegiate accident insurance coverage via the general operating budget of the Physical Education Department. The National Collegiate Athletic Association (NCAA) provides an intercollegiate catastrophic accident insurance plan to NJIT at no cost. The NCAA does mandate that member institutions maintain an intercollegiate athletic policy with a minimum benefit of $90,000 to fulfill the catastrophic policy’s deductible.

Last year, the 2014-15 Intercollegiate Sports Insurance Request for Proposal brought in a range of premium quotations. Aetna presented the most aggressive quote, which was over $20,000 less than the next best quote. Note that the prior year’s loss experience was not favorable.

Based upon a favorable loss experience for the current year, T. L. Groseclose (NJIT insurance broker) pushed for renewal with a major price reduction and was able to negotiate a 2015-16 renewal premium of $223,242 which is a $100,029 reduction in premium.

The Intercollegiate Athletic Trainer reports that there have been no problems with the services provided by Aetna.

Based upon favorable renewal terms and claims experience it is recommended to renew the Intercollegiate Insurance with Aetna.
RESOLUTION TO AUTHORIZE
RENEWAL OF INTERCOLLEGIATE ATHLETIC INSURANCE

WHEREAS, there exist a continuing need to provide accident insurance for athletic activities, and

WHEREAS, the National Collegiate Athletic Association (NCAA) mandates that member institutions maintain for 2015-2016 academic year an athletic intercollegiate insurance policy with a minimum benefit of $90,000, and

WHEREAS, T.L. Groseclose Associates, Inc. on behalf of the university negotiated a renewal with a decrease in annual premiums,

WHEREAS, a review with the NJIT Intercollegiate Sports Trainer indicated satisfaction with the insurance program and provider,

WHEREAS, there will be funds budgeted for this purpose in FY 2016.

NOW, THEREFORE, BE IT RESOLVED, that Board of Trustees authorizes the renewal of the Intercollegiate Athletic Insurance Policy through T. L. Groseclose Associates, Inc., of the existing policy with the current insurance carrier, Aetna Insurance Company in an amount not to exceed $223,242.00 for FY 2016.

Holly C. Stern, Esq.
General Counsel and Secretary to the Board of Trustees
New Jersey Institute of Technology

July 23, 2015
Board Resolution No.
4E. APPROVE RESOLUTION FOR REVISION TO FACULTY HANDBOOK
STATEMENT

RESOLUTION TO APPROVE PROPOSED CHANGES TO THE FACULTY HANDBOOK

As part of an ongoing review, the Faculty Senate and NJIT Faculty have approved a number of proposed changes to the August 2011 Faculty Handbook.

These changes, while not reflecting the final version of the Handbook, are part of an ongoing effort to update the Faculty Handbook to reflect improved academic processes, as well as address inconsistencies and needed language updates. The specific Handbook changes improve upon and clarify important processes such as sabbaticals and departmental Promotion & Tenure Committee formation and voting procedures, and include the addition of a new instructional staff position entitled “Professor of Practice.”

The changes further address a number of Handbook organizational matters, clarify much of the Handbook language and reduce inconsistencies.

The Administration presents these changes for Board discussion. It is recommended that the changes be approved, with the exception of the proposed changes to Section 2.5.3.1.4, as the search procedures for President of the University has been included in a revision to the Board of Trustees Bylaws. It is anticipated that procedures to conduct a Presidential search will be considered at the appropriate time, prior to a search. The attached resolution has been prepared for your consideration.
RESOLUTION TO APPROVE PROPOSED CHANGES TO THE FACULTY HANDBOOK

WHEREAS the Faculty Senate and NJIT Faculty have approved several proposed changes to the August 2011 Faculty Handbook;

WHEREAS these Handbook changes improve upon and clarify important processes such as sabbaticals, departmental Promotion & Tenure Committee composition and voting procedures, and further include the addition of a new instructional staff position entitled Professor of Practice;

WHEREAS, these changes further address a number of Handbook organizational matters, clarify much of the Handbook language, and reduce inconsistencies;

WHEREAS, the review of the Handbook is ongoing and it is anticipated that there will be additional language changes as the review continues;

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees approves the recommended changes in the Faculty Handbook except for the proposed language in Section 2.5.3.1.4.

______________________________
Holly C. Stern, Esq.
General Counsel and
Secretary to the Board of Trustees
New Jersey Institute of Technology

July 23, 2015
Board Resolution No.
Proposed creation of Professor of Practice title & Faculty Handbook change
February 12, 2015

The Faculty Senate endorses the creation of a new instructional staff position entitled Professor of Practice. Comparable positions exist at a number of peer and aspirational schools including Columbia University, Georgia Tech, RPI, the University of Maryland, the University of Virginia, and Virginia Tech. The provisions contained in this statement are consistent with established practices at these schools.

Purpose
The purpose of the new Professor of Practice position at NJIT is to engage individuals who possess expertise representing state-of-the-art contemporary practice in fields such as business, industry, government, the arts and the professions. Professors of Practice are expected to serve as points of contact between the university and these fields of practice in identifying opportunities that support student learning and NJIT's programmatic goals.

Hiring Process
Professors of Practice may be hired by an academic department, or single-department school or college, through open search or nomination, in accordance with procedures established by that academic unit and recorded in its by-laws. All hires are subject to approval by the relevant dean and the provost, and to Equal Opportunity Employment policies established by the NJIT Department of Human Resources.

Qualifications of Candidates
At the time of hire, Professors of Practice are expected to have:

- substantial current professional expertise in areas important to NJIT’s academic programs;
- a graduate or professional degree in the discipline, or a related discipline, or equivalent stature by virtue of experience;
- relevant licenses and/or certification;
- a national or international reputation for excellence in their fields;
- a demonstrated record of transferring their practical experience into instruction through teaching, advising and/or mentoring.

Term of Appointment
The Professor of Practice is a one-semester or one-year non-tenure-track position which may be renewed for up to six semesters. Appointments may be on a part-time or full-time basis. Professors of Practice shall be reviewed annually by the academic unit prior to renewal.
Status
Professors of Practice may participate in the academic affairs of their academic unit as described in its by-laws, but do not enjoy Faculty voting rights and other privileges reserved for the Faculty. While they may maintain a research agenda, Professors of Practice are not subject to the same expectations for research and scholarship as members of the Faculty.

Draft Handbook description, to be inserted at the beginning of Section 2.3.2.

Professor of Practice
Professor of Practice. This full-time or part-time non-tenure-track position is intended for accomplished professionals who possess state-of-the-art expertise in contemporary practice in fields such as business, industry, government, the arts and the professions. Appointments are made for one semester or one year in accordance with the policies and procedures of the hiring administrative unit, and may be extended for up to three years based on an annual review by the academic unit.
Proposed Faculty Handbook Changes Relating to Miscellaneous Issues
May 2015

Proposed Change 1: Insertion of a Sentence in the Endorsement section at the Beginning of the Faculty Handbook, Establishing that Changes to the Faculty Handbook Require the Approval of the Board of Trustees on the Recommendation of the President of the University, in Accordance with the Procedures in Shared Government Documents that the Board of Trustees Approved in 2013. (approved by the Faculty Senate on 3-12-15 and by the Faculty on 5-7-15)

Commentary: On the recommendation of Dr. Zeddie Bowen, this proposed change adds a new sentence to the end of the Endorsements section, clarifying that amendments to the Faculty Handbook must be approved by the Board of Trustees on the recommendation of the President of the University, following the procedures laid out in the Faculty Senate Constitution and the Bylaws of the Faculty Senate.

Proposed Change to Endorsement Page Showing Track Changes
The Faculty of the New Jersey Institute of Technology, upon recommendation of the Provost and the President of the University and approval of the Board of Trustees, sets forth the rules and regulations contained in this handbook (the Faculty Handbook) for its governance and guidance. The purpose of this handbook is to outline Faculty rights, privileges, responsibilities, and obligations and to facilitate effective communication among all components of the Institute/University to best support the Institute/University's mission. All changes to the Faculty Handbook must be approved by the Board of Trustees on the recommendation of the President of the University, in accordance with the procedures set forth in the Constitution and Bylaws of the Faculty Senate.

Proposed Change to Endorsement Page in Clean Copy
The Faculty of the New Jersey Institute of Technology, upon recommendation of the Provost and the President of the University and approval of the Board of Trustees, sets forth the rules and regulations contained in this Faculty Handbook for its governance and guidance. The purpose of this handbook is to outline Faculty rights, privileges, responsibilities, and obligations and to facilitate effective communication among all components of the University to best support the University’s mission. All changes to the Faculty Handbook must be approved by the Board of Trustees on the recommendation of the President of the University, in accordance with the procedures set forth in the Constitution and Bylaws of the Faculty Senate.

Proposed Change 2: Resolution of an Inconsistency in the Faculty Handbook concerning the Role of the Department P&T Committee in Faculty Hiring (approved by the Faculty Senate on 4-9-15 and by the Faculty on 5-7-15)

Commentary: This proposed change resolves an apparent inconsistency in the Faculty Handbook between Section 2.6.5.2.3, which states that “The Department P&T Committee jointly makes all decisions regarding recommendations for Faculty hiring...” and Section 2.5.1.1, which does not mention the decision-making role of the Department P&T Committee in recommending new Faculty for hire. It is proposed that a phrase be added to Section 2.5.1.1 to clarify this point. A parenthetical statement on Department Bylaws (which can be used, for example, to broaden participation by other members of the Department in the decision-making process) is retained.

Proposed Change to Section 2.5.1.1 with Track Changes

2.5.1 Faculty Appointments
2.5.1.1 Search Process
When a Faculty position becomes available in a Department, the Department Chairperson oversees the hiring process, which includes establishing an appropriately diverse Department search committee; searching for candidates; screening applicants; inviting promising candidates to the campus for presentations and meetings with appropriate members of the Department, Faculty outside the Department, and the administration (normally including the Dean); obtaining external references; soliciting opinions from members of the Department and others; and convening the Department P&T Committee to determine appropriate Faculty rank and tenure status of finalists, as well as to make the final decision about which candidate(s) to recommend for appointment. (Department Bylaws may specify the roles of the Chairperson and other Faculty in the Department in this process.) At the end of the process, the Department sends the Dean a recommendation, along with a ranked list of other acceptable candidates from the search. After the Dean has conferred with the Department Chairperson and approved one or more candidates for hire, a recommendation is sent to the Provost.

Proposed Change to Section 2.5.1.1 in Clean Copy

2.5.1 Faculty Appointments

2.5.1.1 Search Process
When a Faculty position becomes available in a Department, the Department Chairperson oversees the hiring process, which includes establishing an appropriately diverse Department search committee; searching for candidates; screening applicants; inviting promising candidates to the campus for presentations and meetings with appropriate members of the Department, Faculty outside the Department, and the administration (normally including the Dean); obtaining external references; soliciting opinions from members of the Department and others; and convening the Department P&T Committee to determine appropriate Faculty rank and tenure status of finalists, as well as to make the final decision about which candidate(s) to recommend for appointment. (Department Bylaws may specify the roles of the Chairperson and other Faculty in the Department in this process.) At the end of the process, the Department sends the Dean a recommendation, along with a ranked list of other acceptable candidates from the search. After the Dean has conferred with the Department Chairperson and approved one or more candidates for hire, a recommendation is sent to the Provost.

Proposed Change 3: Resolution of an Inconsistency in the Faculty Handbook about Whether a Recommendation for Granting Tenure to an Assistant Professor Must be Accompanied by a Recommendation for Promotion to Associate Professor (approved by the Faculty Senate on 3-26-15 and by the Faculty on 5-7-15)

Commentary: This proposed change resolves an inconsistency between two sections of the Faculty Handbook. Section 2.6.3.4 states that “an Assistant Professor cannot receive tenure prior to being promoted to Associate Professor.” However, Section 2.2.2 indicates that this relationship is traditional rather than necessary. The proposed change alters Section 2.2.2 in order to establish that an Assistant Professor cannot be recommended for tenure without also being recommended for promotion to Associate Professor.
Proposed Change to Section 2.2.2 with Track Changes

2.2.2 Tenure-Track Faculty Ranks

2.2.2.1 Assistant Professor
This position is intended primarily for individuals near the start of their academic careers, who are expected to make substantial contributions to the university in teaching, scholarly research, and service. Assistant Professors serve a period of time, not to exceed seven years, while being considered for promotion and tenure. An Assistant Professor may be recommended for promotion before becoming eligible for tenure. A recommendation for tenure of an Assistant Professor is traditionally must be accompanied by a recommendation for promotion to Associate Professor.

Proposed Change to Section 2.2.2 in Clean Copy

2.2.2 Tenure-Track Faculty Ranks

2.2.2.1 Assistant Professor
This position is intended primarily for individuals near the start of their academic careers, who are expected to make substantial contributions to the university in teaching, scholarly research, and service. Assistant Professors serve a period of time, not to exceed seven years, while being considered for promotion and tenure. An Assistant Professor may be recommended for promotion before becoming eligible for tenure. A recommendation for tenure of an Assistant Professor must be accompanied by a recommendation for promotion to Associate Professor.

Proposed Change 4: Change of the Procedure for Determining the List of Candidates for Department Chairperson (Sect. 2.5.2.5.1.1) (approved by the Faculty Senate on 3-12-15 and by the Faculty on 4-22-15)

Commentary: This proposed change alters the current "opt-out" procedure for nominating Department Chairpersons (in which eligible faculty must cross their names off a list in order to be removed as candidates) to an "opt-in" procedure (in which eligible faculty must put their names forward in order to be considered as candidates).

Proposed Change to Section 2.5.2.5.1.1 with Track Changes

2.5.2.5.1.1 Preparation of the List of Eligible Candidates
When the position of Department Chairperson is about to become vacant—either because the term of the current Chairperson is expiring or because the current Chairperson is unable to complete his/her term—the Dean of the College notifies the Provost, who selects an Elections Coordinator (EC) to oversee the process.

The EC circulates to all eligible voting Faculty in the Department a list of all Faculty who are eligible to serve as Department Chairperson. No later than ten business days from the date of this distribution, eligible Faculty members who wish to be candidates for Department Chairperson must notify the EC in writing of their intention. Eligible Faculty who do not wish to be considered as Department Chairperson notify the EC, who removes their names from the list of candidates.

Proposed Change to Section 2.5.2.5.1.1 in Clean Copy

2.5.2.5.1.1 Preparation of the List of Eligible Candidates
When the position of Department Chairperson is about to become vacant—either because the term of the current Chairperson is expiring or because the current Chairperson is unable to complete his/her term—the Dean of the College notifies the Provost, who selects an Elections Coordinator (EC) to oversee the process.

The EC circulates to all eligible voting Faculty in the Department a list of all Faculty who are eligible to serve as Department Chairperson. No later than ten business days from the date of this distribution, eligible Faculty members who wish to be candidates for Department Chairperson must notify the EC in writing of their intention.

Proposed Change 5. Clarification of the Procedure for Appointing Department Chairpersons in the Event that the Dean Does Not Accept a Department’s Nomination (Sect. 2.5.2.5.1.3) (approved by the Faculty Senate on 3-12-15 and by the Faculty on 5-7-15)

Commentary: This proposed change inserts a procedure in the event that a Dean does not appoint a Department’s nominee for Department Chairperson. The need for such a procedure was pointed out by Dr. Zeddie Bowen, the consultant hired by the Board of Trustees to review the Faculty Handbook, who noted in his report that the Faculty Handbook does not explain the procedure in the event that a Department Chair dispute is remanded to the Provost.

Proposed Change with Track Changes
2.5.2.5.1.3 Appointment by the Dean
The Dean receives the nominee(s) of the Department and, with the approval of the Provost, appoints the new nominee as the Chairperson or, in the case of a tie, one of the two nominees. If the Dean chooses not to appoint the department’s nominee, the case is remanded to the Provost. If the Provost cannot bring about resolution, the Provost and the Dean determine whether the Department should hold a new election for an internal Chairperson according to the Standard Procedure (Sect. 2.5.2.5.1) or conduct a search for an internal or external Chairperson according to the Alternative Procedure (sect. 2.5.2.5.2). An Interim Chairperson may be appointed if necessary (Sect. 2.5.2.6).

Proposed Change in Clean Copy
2.5.2.5.1.3 Appointment by the Dean
The Dean receives the nominee(s) of the Department and, with the approval of the Provost, appoints the new nominee as the Chairperson or, in the case of a tie, one of the two nominees. If the Dean chooses not to appoint the department’s nominee, the case is remanded to the Provost. If the Provost cannot bring about resolution, the Provost and the Dean determine whether the Department should hold a new election for an internal Chairperson according to the Standard Procedure (Sect. 2.5.2.5.1) or conduct a search for an internal or external Chairperson according to the Alternative Procedure (sect. 2.5.2.5.2). An Interim Chairperson may be appointed if necessary (Sect. 2.5.2.6).

Proposed Change 6: Change of the Required Qualifications of Candidates for President of the University (Sect. 2.5.3.1.4) (approved by the Faculty Senate on 3-26-15 and by the Faculty on 4-22-15)

Commentary: Dr. Zeddie Bowen recommended that the language in the search procedure for President of the University be changed in order to establish that a President of the University need not be hired with Faculty experience or given Faculty rank by the Board of Trustees. Although Dr. Bowen also
recommended that the entire search procedure for President of the University be moved from the Faculty Handbook to the Board of Trustees' Bylaws, the Faculty has voted to make the first change recommended by Dr. Bowen immediately, while the second change is pending. The language passed by the Faculty for this purpose has been carefully constructed to indicate that the appointment of a President without Faculty rank, while perfectly acceptable, occurs only in exceptional circumstances.

Proposed Change to Section 2.5.3.1.4.3 with Track Changes
2.5.3.1.4.3 Appointment by the Board of Trustees
Before making the appointment, the Board of Trustees consults with the Provost, the Dean, and the Department P&T Committee of the Department in which the nominee will be appointed, to determine the Faculty rank and tenure status of the appointment. Although the appointment of the President must be is normally made with tenure, at or above the rank of Professor, in exceptional circumstances an individual without faculty experience who possesses outstanding qualifications for serving as the chief executive officer of a research university may be appointed President without faculty rank. If appointment at the rank of Distinguished Professor is under consideration, the approval of the Distinguished Professors Committee must be obtained.

Proposed Change to Section 2.5.3.1.4.3 in Clean Copy
2.5.3.1.4.3 Appointment by the Board of Trustees
Before making the appointment, the Board of Trustees consults with the Provost, the Dean, and the Department P&T Committee of the Department in which the nominee will be appointed, to determine the Faculty rank and tenure status of the appointment. Although the appointment of the President is normally made with tenure, at or above the rank of Professor, in exceptional circumstances an individual without faculty experience who possesses outstanding qualifications for serving as the chief executive officer of a research university may be appointed President without faculty rank. If appointment at the rank of Distinguished Professor is under consideration, the approval of the Distinguished Professors Committee must be obtained.

Proposed Change 7: Change of the Procedure for Removing a Tenured Faculty Member (sect. 2.6.3.9) (approved by the Faculty Senate on 3-12-15 and by the Faculty on 5-7-15)

Commentary: This proposed change moves Faculty consideration of cases involving removal of tenure (if such consideration is desired by the Faculty member in question) from the entire Faculty to the Faculty Senate meeting in Closed Session.

Proposed Change to Section 2.6.3.9 with Track Changes
2.6.3.9 Removal Procedures
If conditions arise that, in the opinion of the President of the University, may warrant removal of a tenured person, Faculty member, the person, Faculty member has the option of bringing the case before the Executive Committee of the a special committee of five faculty members chosen by the faculty Faculty Senate. This committee will shall report to the faculty Faculty Senate at a Meeting in Closed Session, which will decide on a course of action and on the report. The faculty action Faculty Senate will then be forwarded to submit its final report to the Board of Trustees, which will make a final determination.

Proposed Change to Section 2.6.3.9 in Clean Copy
2.6.3.9 Removal Procedures
If conditions arise that, in the opinion of the President of the University, may warrant removal of a tenured Faculty member, the Faculty member has the option of bringing the case before the Executive Committee of the Faculty Senate. This committee shall report to the Faculty Senate at a
Meeting in Closed Session to decide on a course of action. The Faculty Senate will then submit its final report to the Board of Trustees, which will make a final determination.

**Proposed Change 8: Insertion of a New Section on the Graduate Faculty at NJIT**

Commentary: The Faculty Handbook currently contains no information about the Graduate Faculty that was approved by the Faculty and Board of Trustees in 2008. The proposed change below inserts into the Faculty Handbook a new Section 2.5 on the Graduate Faculty, with a link to the Guidelines for Graduate Faculty at NJIT on the Provost’s website. It also establishes the procedure for changing the guidelines in the future. (approved by the Faculty Senate on 4-30-15 and by the Faculty on 5-7-15)

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</table>
Proposed Faculty Handbook Changes Relating to Department P&T Committees (Sect 2.6.5.2)

Commentary: The changes in this section (1) add tenured Associate Professors to Department P&T Committees; (2) enable Associate Professors who are serving as Department Chairpersons to deliberate and vote (rather than merely deliberate) in cases involving promotion to Professor; (3) clarify the conditions under which tenured Associate Professors do not participate in Department P&T issues and the procedures followed in such cases; (4) provide a new procedure for determining the chairperson of P&T Committees in colleges or schools that do not have multiple departments, and for giving the Dean in such academic units a role comparable to Deans in colleges with multiple departments; (5) establish that a tie vote by a Department P&T Committee in a promotion and tenure case will no longer be considered a positive recommendation for promotion and/or tenure; and (6) clarify that a Faculty Member's request for reconsideration of a negative decision by the P&T Committee in his/her Department is not an appeal.

This document begins with Section 2.6.5.2 as it appears in the current (2011) Faculty Handbook, then shows the proposed, amended version of Section 2.6.5.2 with track changes, and finally shows a clean copy of the proposed, amended version of Section 2.6.5.2.

SECTION 2.6.5.2 ON DEPARTMENT P&T COMMITTEES IN THE 2011 FACULTY HANDBOOK

2.6.5.2 The Department Promotion and Tenure (P&T) Committee, and the Role of the Deans

2.6.5.2.1 Membership
The Department P&T Committee shall consist of the Department Chairperson who, regardless of rank, chairs the Department P&T Committee, and all tenured Faculty at the rank of Professor or higher. In a College or School without Departments, the College or School P&T Committee performs the duties of the Department P&T Committee, and the Dean serves as its Chairperson.

2.6.5.2.2 Composite Department P&T Committee
In the event that a Department has fewer than three Faculty members at or above the rank of Professor, the Dean and the Department Chairperson jointly recommend to the Provost one (or if necessary, two or three) Faculty members at or above the rank of Professor from outside the Department to make up the requisite three members, normally serving three-year renewable terms. In the case of Federated Departments, one of these individuals may be a colleague of appropriate rank in the Federated Department at Rutgers University, Newark. All Composite Department P&T Committees must be approved by the Provost.

2.6.5.2.3 Duties
The Department P&T Committee jointly makes all decisions regarding recommendations for Faculty hiring, evaluation, promotion, tenure, and termination or non-renewal of contract within the Department. Specifically the Department P&T Committee will
  • Provide advice and concurrence to the Department P&T Committee Chairperson in the hiring of Faculty.
  • Communicate through its Chairperson each case of termination or non-renewal of contract with the Dean of the College or School concerned
before sending a recommendation to the Dean.

- Review the records, including Faculty Annual Reviews, of all Department members who are candidates for promotion and/or tenure, to determine who meets the requirements for promotion and/or tenure.
- Assist the Chairperson in evaluating each Faculty member who is not a member of the Department P&T Committee.
- Conduct a Third Year Review of each non-tenured Faculty member during his/her third year since hire.
- Make promotion and tenure recommendations to the Dean of the College or School, who sends them to the University Committee on P&T.

2.6.5.2.4 Procedures

2.6.5.2.4.1 Compliance, Criteria and Confidentiality

All decisions on promotion and tenure must be in compliance with Department and university goals. Affirmative action considerations shall be a component of these decisions. Each Department P&T Committee will determine criteria for promotion and tenure consistent with the discipline(s) represented in the Department and with the general university criteria specified in the Faculty Handbook, and those criteria will be transmitted with each candidate’s dossier to the Dean, according to the guidelines distributed by the Provost (see 2.6.5.1). The Department P&T Committee must maintain adequate written records of its deliberations. In view of the sensitive nature of the proceedings of the Department P&T Committee, confidentiality shall be maintained by the members of the committee. All communications shall be made through the Department P&T Committee Chairperson. During the period of committee deliberations, it is deemed inappropriate for candidates to discuss their status except with the Department P&T Committee Chairperson or the full committee.

2.6.5.2.4.2 Voting

2.6.5.2.4.2.1 Standard Voting Procedure

The Department P&T Committee Chairperson shall not vote on recommendations for persons whose rank exceeds his or her own.

After discussions of the qualifications of all candidates for promotion, tenure, reappointment and termination, the committee will vote on the candidates in accordance with the established criteria. Candidates for promotion and tenure receiving a majority or tie vote will be recommended, with the numerical vote recorded. The vote, if any (see above), of the Chairperson will be specified and included in any recommendation sent to the Dean. The individual votes of other members of the Department P&T Committee will not be identified.
2.6.5.2.4.2.2 Advisory Voting by Tenured Associate Professors
If specified in its Department Bylaws, a Department may enable tenured Faculty members in the Department at the rank of Associate Professor (besides an Associate Professor who may be serving as Department Chairperson) to participate fully with the Department P&T Committee in promotion and tenure deliberations concerning Assistant Professors in the Department. In such cases, the votes of tenured Associate Professors are recorded separately and considered advisory.

2.6.5.2.4.3 Submission of Recommendations
Recommendations for tenure and for promotion to the ranks of Associate Professor or Professor are submitted to the Dean. In cases where more than one person is recommended for promotion or tenure, the Department P&T Committee shall give the order of preference in each category. Before any reports are submitted to the Dean, the Department P&T Committee Chairperson must notify each Faculty member being considered, in writing, of the Department P&T Committee's decision, and each Faculty member shall be given an opportunity to meet with the Department P&T Committee to review his or her case (see section 2.6.5.2.4.5).

The Department P&T Committee Chairperson shall submit recommendations and supporting material to the Dean no later than the dates specified for the various categories by the Provost (section 2.6.5.1). Any material submitted by the candidate to the Department P&T Committee Chairperson after the dates specified by the Provost will be accepted, but with no assurance that it will affect the deliberations of the University Promotion and Tenure Committee. A minority report supported by at least one third of the Department P&T Committee may accompany any recommendation. All reports, both majority and minority, will be available to every member of the Department P&T Committee before submission to the Dean.

2.6.5.2.4.4 Action by the Dean
After receiving the supporting material from the Department Promotion and Tenure Committee, the Dean makes an evaluation in writing, which is included in the candidate's dossier. The Dean then submits the dossier to the University P&T Committee and sends a copy of his/her evaluation to the Chairperson of the candidate's Department P&T Committee, for distribution to the entire committee.

2.6.5.2.4.5 Appealing a Negative Recommendation
A member of the Faculty who has held the rank of Assistant Professor or Associate Professor for at least five years and who has been
eligible for consideration for promotion for at least two years, or who is in his/her last year of eligibility for consideration for tenure but has failed to receive a majority recommendation from his/her Department P&T Committee, may request and must be granted an opportunity to meet with the Department P&T Committee prior to the submission of its recommendations to the Dean. At this meeting, the Faculty member may present orally and in writing an appeal stating reasons why he/she believes a recommendation for tenure, and/or promotion is warranted.

If, after further deliberation, the Department P&T Committee upholds its original decision and if, upon notification (which shall be within one week), the affected Faculty member does not accept this decision, he/she may submit an appeal in writing, along with any pertinent material, to the Dean, who transmits it to the University Committee on P&T with an evaluation. This shall be done no sooner than one week and no later than eight weeks after the meeting with the Department P&T Committee, which must be advised of the Faculty member’s action. The Department P&T Committee may forward a report supporting its decision to the Dean, who transmits it to the University Committee on P&T with an evaluation. A minority report of one or more members may also be submitted. For promotion, the Faculty member may exercise the appeal procedure described above once every three years; for tenure, only in the last year of eligibility for consideration for tenure.

SECTION 2.6.5.2 ON DEPARTMENT P&T COMMITTEES: PROPOSED CHANGES TO THE FACULTY HANDBOOK WITH TRACK CHANGES, MAY 2015 (approved by Faculty Senate 3-12-15 and 4-23-15; approved by the Faculty 4-22-15 and 5-7-15)

2.6.5.2 The Department Promotion and Tenure (P&T) Committee, and the Role of the Deans

2.6.5.2.1 Membership

2.6.5.2.1.1 Composition

2.6.5.2.1.1.1 General Principle of Composition in All Academic Units

The Department P&T Committee shall consist of the Department Chairperson who, regardless of rank, chair the Department P&T Committee, and all tenured Faculty at the rank of Professor or higher with primary appointments in the Department. In a College or School without Departments, the College or School P&T Committee shall consist of all tenured Faculty with primary appointments in the College or School, performs the duties of the Department P&T Committee, and the Dean serves as its Chairperson.

2.6.5.2.1.2 Composite Department P&T Committee

Each Department P&T Committee must have at least three members at or above the rank of Professor. If necessary, in the event that a Department has fewer than three Faculty members at or above the rank of Professor, the Dean and the Department
Chairperson shall jointly recommend to the Provost one (or if necessary, two or three) Faculty members at or above the rank of Professor from outside the Department to make up the requisite three members, normally serving three-year renewable terms. In the case of Federated Departments, one of these individuals may be a colleague of appropriate rank in the Federated Department at Rutgers University-Newark. All Composite Department P&T Committees must be approved by the Provost.

2.6.5.2.1.2 Chairperson

2.6.5.2.1.2.1 Department Chairperson as Chairperson of the Department P&T Committee

Unless subject to the exception noted in Sect. 2.6.5.2.1.2.2 below, the Department Chairperson serves as the Chairperson of the Department P&T Committee and is involved in deliberations and voting on all matters, regardless of rank.

2.6.5.2.1.2.2 Exception When the Department Chairperson Is an Associate Professor

An Associate Professor who is serving as Department Chairperson and is himself/herself being considered for promotion or annual review must recuse himself/herself from all participation in his/her own case. In such instances, the Professors and Distinguished Professors shall elect among themselves an Acting Chairperson of the Department P&T Committee for this purpose only. The Acting Chairperson shall assume all duties and responsibilities relating to these cases, including communications, actions, and appeals, and his/her appointment shall end as soon as these cases have been resolved.

2.6.5.2.1.2.3 Chairperson of a College or School P&T Committee

The P&T Chairperson in a College or School without departments shall be a Professor or Distinguished Professor elected annually by the College or School P&T Committee. In such cases the Dean of the College or School does not participate in deliberations or voting in the P&T Committee on cases involving promotion and tenure. The P&T Committee may invite the Dean to make a presentation to the committee. The Chairperson of the P&T Committee reports to the Dean, who performs the same role in the promotion and tenure process as the Deans of the other colleges.

2.6.5.2.32 Duties

The Department P&T Committee jointly makes all decisions regarding recommendations for Faculty hiring, evaluation, promotion, tenure, and termination or non-renewal of contract within the Department. Specifically the Department P&T Committee will

- Provide advice and concurrence to the Department P&T Committee Chairperson in the hiring of Faculty.
- Communicate through its Chairperson each case of termination or non-renewal of contract with the Dean of the College or School concerned before sending a recommendation to the Dean.
- Review the records, including Faculty Annual Reviews, of all
Department members who are candidates for promotion and/or tenure, to determine who meets the requirements for promotion and/or tenure.

- Assist the Chairperson in evaluating each Faculty member who is not a member of the Department P&T Committee.
- Conduct a Third Year Review of each non-tenured Faculty member during his/her third year since hire.
- Make promotion and tenure recommendations to the Dean of the College or School, who sends them to the University Committee on P&T.

2.6.5.2.43 Procedures

2.6.5.2.43.1 Compliance, Criteria and Confidentiality

All decisions on promotion and tenure must be in compliance with Department and university goals. Affirmative action considerations shall be a component of these decisions. Each Department P&T Committee will determine criteria for promotion and tenure consistent with the discipline(s) represented in the Department and with the general university criteria specified in the Faculty Handbook, and those criteria will be transmitted with each candidate's dossier to the Dean, according to the guidelines distributed by the Provost (see 2.6.5.1). The Department P&T Committee must maintain adequate written records of its deliberations. In view of the sensitive nature of the proceedings of the Department P&T Committee, confidentiality shall be maintained by the members of the committee. All communications shall be made through the Department P&T Committee Chairperson. During the period of committee deliberations, it is deemed inappropriate for candidates to discuss their status except with the Department P&T Committee Chairperson or the full committee.

2.6.5.2.3.2 Standard Voting Procedure

All members of a Department P&T Committee shall be eligible to deliberate and vote on all matters under consideration by the committee, with the following exceptions: (1) Tenured Associate Professors serving as Department Chairpersons are subject to the restriction in Section 2.6.5.2.1.2.2; (2) Tenured Associate Professors shall not participate in deliberations and voting on annual review of tenured Associate Professors and on cases involving promotion above their rank. After discussions of the qualifications of all candidates for promotion, tenure, reappointment and termination, the committee will vote on the candidates in accordance with the established criteria. Candidates for promotion and tenure receiving a majority or tie vote will be recommended, with the numerical vote recorded. The vote, if any (see above), of the Chairperson will be specified and included in any recommendation sent to the Dean. The individual votes of other members of the Department P&T Committee will not be identified.

2.6.5.2.4.2.2 Advisory Voting by Tenured Associate Professors

If specified in its Department Bylaws, a Department may enable tenured Faculty members in the Department at the rank of Associate Professor (besides an Associate Professor who
may be serving as Department Chairperson) to participate fully with the Department P&T Committee in promotion and tenure deliberations concerning Assistant Professors in the Department. In such cases, the votes of tenured Associate Professors are recorded separately and considered advisory.

2.6.5.2.43.3 Submission of Recommendations

Recommendations for tenure and for promotion to the ranks of Associate Professor or Professor are submitted to the Dean. In cases where more than one person is recommended for promotion or tenure, the Department P&T Committee shall give the order of preference in each category. Before any reports are submitted to the Dean, the Department P&T Committee Chairperson must notify each Faculty member being considered, in writing, of the Department P&T Committee’s decision, and each Faculty member shall be given an opportunity to meet with the Department P&T Committee to review his or her case (see section 2.6.5.2.43.5).

The Department P&T Committee Chairperson shall submit recommendations and supporting material to the Dean no later than the dates specified for the various categories by the Provost (section 2.6.5.1). Any material submitted by the candidate to the Department P&T Committee Chairperson after the dates specified by the Provost will be accepted, but with no assurance that it will affect the deliberations of the University Promotion and Tenure Committee. A minority report supported by at least one third of the Department P&T Committee may accompany any recommendation. All reports, both majority and minority, will be available to every member of the Department P&T Committee before submission to the Dean.

2.6.5.2.43.4 Action by the Dean

After receiving the supporting material from the Department Promotion and Tenure Committee, the Dean makes an evaluation in writing, which is included in the candidate’s dossier. The Dean then submits the dossier to the University P&T Committee and sends a copy of his/her evaluation to the Chairperson of the candidate’s Department P&T Committee, for distribution to the entire committee.

2.6.5.2.43.5 Appealing a Negative Recommendation Reconsideration of a Negative Recommendation

A member of the Faculty who has held the rank of Assistant Professor or Associate Professor for at least five years and who has been eligible for consideration for promotion for at least two years, or who is in his/her last year of eligibility for consideration for tenure but has failed to receive a majority recommendation from his/her Department P&T Committee, may request and must be granted an opportunity to meet with the Department P&T Committee prior to the submission of its recommendations to the Dean. At this meeting,
the Faculty member may present, orally and in writing, an appeal stating the reasons why he/she believes a recommendation for tenure, and/or promotion is warranted.

2.6.5.2.3.6 Appealing a Negative Recommendation

If, after further deliberation, the Department P&T Committee upholds its original decision and if, upon notification (which shall be within one week), the affected Faculty member does not accept this decision, he/she may submit an appeal in writing, along with any pertinent material, to the Dean, who transmits it to the University Committee on P&T with an evaluation. This shall be done no sooner than one week and no later than eight weeks after the meeting with the Department P&T Committee, which must be advised of the Faculty member's action. The Department P&T Committee may forward a report supporting its decision to the Dean, who transmits it to the University Committee on P&T with an evaluation. A minority report of one or more members may also be submitted. For promotion, the Faculty member may exercise the appeal procedure described above once every three years; for tenure, only in the last year of eligibility for consideration for tenure.

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2.6.5.2.1.1.2 Composite Department P&T Committee

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2.6.5.2.1.2 Chairperson
2.6.5.2.1.2.1 Department Chairperson as Chairperson of the Department P&T Committee

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2.6.5.2.1.2.2 Exception When the Department Chairperson Is an Associate Professor

An Associate Professor who is serving as Department Chairperson and is himself/herself being considered for promotion or annual review must recuse himself/herself from all participation in his/her own case. In such instances, the Professors and Distinguished Professors shall elect among themselves an Acting Chairperson of the Department P&T Committee for this purpose only. The Acting Chairperson shall assume all duties and responsibilities relating to these cases, including communications, actions, and appeals, and his/her appointment shall end as soon as these cases have been resolved.

2.6.5.2.1.2.3 Chairperson of a College or School P&T Committee

The P&T Chairperson in a College or School without departments shall be a Professor or Distinguished Professor elected annually by the College or School P&T Committee. In such cases the Dean of the College or School does not participate in deliberations or voting in the P&T Committee on cases involving promotion and tenure. The P&T Committee may invite the Dean to make a presentation to the committee. The Chairperson of the P&T Committee reports to the Dean, who performs the same role in the promotion and tenure process as the Deans of the other colleges.

2.6.5.2.2 Duties

The Department P&T Committee jointly makes all decisions regarding recommendations for Faculty hiring, evaluation, promotion, tenure, and termination or non-renewal of contract within the Department. Specifically the Department P&T Committee will

- Provide advice and concurrence to the Department P&T Committee Chairperson in the hiring of Faculty.
- Communicate through its Chairperson each case of termination or non-renewal of contract with the Dean of the College or School concerned before sending a recommendation to the Dean.
- Review the records, including Faculty Annual Reviews, of all Department members who are candidates for promotion and/or tenure, to determine who meets the requirements for promotion and/or tenure.
- Assist the Chairperson in evaluating each Faculty member who is not a member of the Department P&T Committee.
- Conduct a Third Year Review of each non-tenured Faculty member during his/her third year since hire.
- Make promotion and tenure recommendations to the Dean of the College or School, who sends them to the University Committee on
2.6.5.2.3 Procedures

2.6.5.2.3.1 Compliance, Criteria and Confidentiality

All decisions on promotion and tenure must be in compliance with Department and university goals. Affirmative action considerations shall be a component of these decisions. Each Department P&T Committee will determine criteria for promotion and tenure consistent with the discipline(s) represented in the Department and with the general university criteria specified in the Faculty Handbook, and those criteria will be transmitted with each candidate's dossier to the Dean, according to the guidelines distributed by the Provost (see 2.6.5.1). The Department P&T Committee must maintain adequate written records of its deliberations. In view of the sensitive nature of the proceedings of the Department P&T Committee, confidentiality shall be maintained by the members of the committee. All communications shall be made through the Department P&T Committee Chairperson. During the period of committee deliberations, it is deemed inappropriate for candidates to discuss their status except with the Department P&T Committee Chairperson or the full committee.

2.6.5.2.3.2 Voting Procedure

All members of a Department P&T Committee shall be eligible to deliberate and vote on all matters under consideration by the committee, with the following exceptions: (1) Tenured Associate Professors serving as Department Chairpersons are subject to the restriction in Section 2.6.5.2.1.2.2; (2) Tenured Associate Professors shall not participate in deliberations and voting on annual review of tenured Associate Professors and on cases involving promotion above their rank. After discussions of the qualifications of all candidates for promotion, tenure, reappointment and termination, the committee will vote on the candidates in accordance with the established criteria. Candidates for promotion and tenure receiving a majority will be recommended, with the numerical vote recorded. The vote of the Chairperson will be specified and included in any recommendation sent to the Dean. The individual votes of other members of the Department P&T Committee will not be identified.

2.6.5.2.3.3 Submission of Recommendations

Recommendations for tenure and for promotion to the ranks of Associate Professor or Professor are submitted to the Dean. In cases where more than one person is recommended for promotion or tenure, the Department P&T Committee shall give the order of preference in each category. Before any reports are submitted to the Dean, the Department P&T Committee Chairperson must notify each Faculty member being considered, in writing, of the Department P&T Committee's decision, and each Faculty member shall be given an opportunity to meet with the Department P&T Committee to review his or her case (see Section 2.6.5.2.3.5).

The Department P&T Committee Chairperson shall submit recommendations and
supporting material to the Dean no later than the dates specified for the various categories by the Provost (Section 2.6.5.1). Any material submitted by the candidate to the Department P&T Committee Chairperson after the dates specified by the Provost will be accepted, but with no assurance that it will affect the deliberations of the University Promotion and Tenure Committee. A minority report supported by at least one third of the Department P&T Committee may accompany any recommendation. All reports, both majority and minority, will be available to every member of the Department P&T Committee before submission to the Dean.

2.6.5.2.3.4 Action by the Dean

After receiving the supporting material from the Department Promotion and Tenure Committee, the Dean makes an evaluation in writing, which is included in the candidate’s dossier. The Dean then submits the dossier to the University P&T Committee and sends a copy of his/her evaluation to the Chairperson of the candidate’s Department P&T Committee, for distribution to the entire committee.

2.6.5.2.3.5 Reconsideration of a Negative Recommendation

A member of the Faculty who has held the rank of Assistant Professor or Associate Professor for at least five years and who has been eligible for consideration for promotion for at least two years, or who is in his/her last year of eligibility for consideration for tenure but has failed to receive a majority recommendation from his/her Department P&T Committee, may request and must be granted an opportunity to meet with the Department P&T Committee prior to the submission of its recommendations to the Dean. At this meeting, the Faculty member may present, orally and in writing, the reasons why he/she believes a recommendation for tenure, and/or promotion is warranted.

2.6.5.2.3.6 Appealing a Negative Recommendation

If, after further deliberation, the Department P&T Committee upholds its original decision and if, upon notification (which shall be within one week), the affected Faculty member does not accept this decision, he/she may submit an appeal in writing, along with any pertinent material, to the Dean, who transmits it to the University Committee on P&T with an evaluation. This shall be done no sooner than one week and no later than eight weeks after the meeting with the Department P&T Committee, which must be advised of the Faculty member’s action. The Department P&T Committee may forward a report supporting its decision to the Dean, who transmits it to the University Committee on P&T with an evaluation. A minority report of one or more members may also be submitted. For promotion, the Faculty member may exercise the appeal procedure described above once every three years; for tenure, only in the last year of eligibility for consideration for tenure.
Proposed Faculty Handbook Changes Relating to the University’s Sabbatical Leave Policy (Section 2.15), May 2015

Commentary: Although the following proposed changes do not significantly alter NJIT’s sabbatical policy, they are intended to make the policy clearer, more transparent, and more detailed, as well as paperless. Substantive changes include (1) modifications to the policy on the commitment of Faculty members to return after a sabbatical leave (Section 2.15.2.2); (2) movement of the criteria or reasons for granting sabbatical leaves from the Faculty Handbook (Section 2.15.1) to the Provost’s website, where they can be amended by Faculty Senate with the approval of the Provost (Section 2.15.3.1); (3) movement of the timeline of all annual deadlines in the sabbatical leave application process from the Faculty Handbook (Section 2.15.4) to the Provost’s website (Section 2.15.3.1); (4) a provision stipulating that the required materials and format for sabbatical applications appears in Guidelines for Sabbatical Leave Applications on the Provost’s website, and that those Guidelines can be amended by the Faculty Senate with the approval of the Provost (Section 2.15.3.2); (5) inclusion of language requiring Department Chairpersons to comment on “the value of the applicant’s sabbatical leave plan for the applicant’s career and the Department’s scholarly research profile” in the Department Chairperson’s recommendation letter (Section 2.15.3.3); (6) a provision stipulating that the University Committee on Sabbaticals must rank and categorize all applications as “Highly Recommended, Recommended, or Not Recommended” when sending its recommendations to the Provost, and must send an explanation of its action to each applicant (Section 2.15.3.5); (7) the establishment of a policy enabling applicants to appeal a negative recommendation by the University Committee on Sabbaticals, and to receive a timely response from the committee (Section 2.15.3.6); (8) a provision stipulating that in the event that the Provost should differ from the committee’s recommendation on a sabbatical application, the Provost shall provide an explanation to the committee (Section 2.15.3.7); and (9) a more detailed policy on post-sabbatical reports, including an opportunity for a faculty member to revise an unsatisfactory report and a stipulation that post-sabbatical reports that are ultimately judged unsatisfactory by the University Committee on Sabbaticals may have a prejudicial effect on future sabbatical leave applications (Section 2.15.4).

SECTION 2.15 ON SABBATICAL LEAVE POLICY IN THE 2011 FACULTY HANDBOOK

2.15 Sabbatical Leave

The purpose of having a system of sabbatical leaves at New Jersey Institute of Technology is to increase the effectiveness of a faculty member’s university service as well as to afford them an opportunity for professional development by relieving them of all normal campus activity. This philosophy is in consonance with the University Board of Trustees endorsement which was expressed as "further evidence of the Board’s continuing interest in the professional development of the faculty."

2.15.1 Reasons for Granting Leave
Consideration for granting leaves should be given to, but not limited by, the following reasons: creative activity, study, writing, and research. No priority has been assigned since it is felt that each application will be evaluated on its own merit and in light of existing circumstances. Completion of the requirements for a degree shall not be considered a valid reason.

2.15.2 Eligibility
- To be eligible for sabbatical leave, an applicant shall have served a minimum of
six continuous years on the faculty of New Jersey Institute of Technology and shall have tenure.

- No member shall receive more than one sabbatical leave within any given six year period.

2.15.3 Awards, Options, and Implications

- The recipient may be awarded a sabbatical leave for an academic year at 80% of salary or for a semester with full pay with all rights and benefits of regular employment continuing in either option. The acceptance of sabbatical leave obligates the recipient to serve as a member of the university staff for a least one year following the completion of the sabbatical leave or to reimburse the university for all salary paid during the sabbatical leave.

- A faculty member shall not be granted a sabbatical leave which would take place during a retirement year or terminal appointment.

- A report on the activities of the faculty member during the leave shall be submitted to the Department Chairperson or dean if there is no Chairperson, no later than the end of the first semester following his/her return. After reviewing the report, the Department Chairperson will forward the report to the appropriate dean who will then forward it to the office of the Provost for review by the University Committee on Sabbaticals.

2.15.4 Application and Selection Deadlines

- Early September: In a memo the Provost informs all faculty of the requirements of sabbatical leave applications and lists exact dates for all deadlines in the process.

- Early October: Faculty members applying for sabbatical leave submit applications to the appropriate Department. A statement of the applicant's plans for the leave shall accompany the application for sabbatical leave.

- Mid-October: Department Chairperson transmits to the appropriate dean Departmental recommendations on sabbatical leave requests. These recommendations shall address the impact of the leave on normal functioning of the Department. The recommendation must be accompanied by all supporting documentation, including the applicant's own statement, if any, and an updated curriculum vitae. The Department Chairperson shall advise the applicant in writing at the time the recommendations are forwarded to the dean. The applicant shall receive a copy of the Chairperson's recommendation.

- Early November: The dean submits to the University Committee on Sabbaticals written preliminary recommendations on sabbatical requests, along with the Department recommendations and supporting documents. These materials are then reviewed by the University Committee on Sabbaticals and remain on file in the Provost's office. The applicant shall receive a copy of the Dean's recommendation.

- Late November: The sabbatical leave applicant may, if he/she so desires, submit a further statement regarding his/her case to the University Committee on Sabbaticals, with copies to the Department Chairperson and the dean. Additional relevant information, such as external grants or job offers, should be included.

- Mid-December: The Committee submits to the Provost its recommendations on
sabbatical leave applications. The Provost shall advise the applicant and the applicant’s Department of his/her recommendation and that of the University Committee on Sabbaticals at the time he/she forwards these recommendations to the President.

- Mid-January: Provost notifies sabbatical leave applicants of the decision of the Board of Trustees, based on his/her recommendations.

PROPOSED REVISION OF SECTION 2.15 ON SABBATICAL LEAVE POLICY WITH TRACK CHANGES (approved by Faculty Senate on 4-23-15 and by the Faculty on 5-7-15)

2.15 Sabbatical Leave

NJIT’s existing sabbatical leaves policy at New Jersey Institute of Technology is to enhance the effectiveness of a faculty member’s university service as well as to afford them an opportunity for professional development and increase the research and scholarly production of faculty by relieving them of all normal campus activity, their teaching and service responsibilities for a semester or an academic year. This philosophy is in consonance with the University Board of Trustees endorsement which was expressed as "further evidence of the Board’s continuing interest in the professional development of the faculty."

2.15.1 Reasons for Granting Leave

Consideration for granting leaves should be given to, but not limited by, the following reasons: creative activity, study, writing, and research. No priority has been assigned since it is felt that each application will be evaluated on its own merit and in light of existing circumstances. Completion of the requirements for a degree shall not be considered a valid reason.

2.15.2 Eligibility

- To be eligible for a sabbatical leave, an applicant must have tenure and must have served a minimum of six continuous years on the NJIT Faculty of New Jersey Institute of Technology and shall have tenure.
- No Faculty member shall receive more than one sabbatical leave within any given six-year period.

2.15.3 Awards, Options, and Implications

A. A sabbatical leave may be granted for an academic year at 80% of salary or for a semester with full pay, with all rights and benefits of regular employment continuing in either option.

2.15.3.2 Commitment to Return after a Sabbatical Leave

The acceptance of a sabbatical leave obligates the recipient to serve as a member of the university staff Faculty for at least one year following the completion of the two-semester sabbatical leave or for at least one semester following the completion of a one-semester sabbatical leave, or else to reimburse the university for all salary paid
during the sabbatical leave. Exceptions to this policy sought by Faculty members require a formal waiver granted by the President on the recommendation of the Provost.

- A faculty member shall not be granted a sabbatical leave which would take place during a retirement year or terminal appointment.
- A report on the activities of the faculty member during the leave shall be submitted to the Department Chairperson or dean if there is no Chairperson, no later than the end of the first semester following his/her return. After reviewing the report, the Department Chairperson will forward the report to the appropriate dean who will then forward it to the office of the Provost for review by the University Committee on Sabbaticals.

2.15.3 The Application Process

2.15.3.1 Provost's Memo, Timeline, and Criteria
In a memo to the Faculty in early September, the Provost informs all faculty members about the requirements for sabbatical leave applications and lists the exact dates of all the deadlines for all steps in the process. This memo and other information on the sabbatical procedure, consistent with the policy articulated in this section of the Faculty Handbook, shall also be posted on the Provost’s website. The documents posted on the website shall include the criteria for granting sabbatical leaves, which can be amended by the Faculty Senate with the approval of the Provost.

2.15.3.2 Submission of Applications by Faculty Members
Eligible Faculty members applying for a sabbatical leave shall submit their Department Chairpersons by the appointed deadline in early October an electronic application consisting of all the documents identified in the Guidelines for Sabbatical Leave Applications [live link] on the Provost’s website. Changes to the Guidelines for Sabbatical Leave Applications must be approved by the Faculty Senate and the Provost.

2.15.3.3 Review and Recommendation by Department Chairpersons and Deans
Department Chairpersons shall review the applications for sabbatical leave from Faculty in their Departments and shall transmit electronically to the Dean those that they approve by the annual deadline in mid-October, along with their recommendation letters (with copies to the appropriate applicants). Each recommendation letter should include a statement on the value of the applicant’s sabbatical leave plan for the applicant’s career and the Department’s scholarly research profile, as well as a statement on the impact of the recommended sabbatical leave on the normal functioning of the Department. By the appointed deadline in early November, the Dean shall transmit electronically all applications to the Chairperson of the University Committee on Sabbaticals, along with the recommendations of the Department Chairpersons and the Dean.
The Dean shall send a copy of his/her recommendation letter to the Department Chairperson and the applicant.

2.15.3.4 Opportunity for Faculty Members to Update Applications
By the appointed deadline in late November, applicants for a sabbatical leave may submit to the University Committee on Sabbaticals (with copies to their Department Chairperson and Dean) an additional statement that contains relevant new information supporting the application.

2.15.3.5 Review and Recommendation by the University Committee on Sabbaticals
The University Committee on Sabbaticals consists of Faculty from a wide range of Departments and Colleges/Schools, appointed by the Provost to serve for fixed terms. After receiving and rigorously reviewing all sabbatical leave applications, and after duly considering the recommendations from Department Chairpersons and Deans, the committee shall, by the appointed deadline in December, (1) provide the Provost with a list that ranks and categorizes all the applications as Highly Recommended, Recommended, or Not Recommended, and (2) provide each applicant with the committee's decision on his/her application, accompanied by a written explanation (with copies to the appropriate Department Chairperson and Dean).

2.15.3.6 Right of Appeal to the University Committee on Sabbaticals
In the event that an applicant is not recommended for a sabbatical leave by the University Committee on Sabbaticals, the applicant may, by the appointed deadline, send an appeal to the Chairperson of the committee in writing (with copies to the Department Chairperson and the Dean), responding to the committee’s written explanation. The Department Chairperson and the Dean may also send the Chairperson of the committee letters in support of the appeal within the same time frame. The committee shall respond to each appeal in writing by the appointed deadline (with copies to the Department Chairperson and the Dean).

2.15.3.7 Recommendation by the Provost and Approval by the Board of Trustees
After reviewing the applications and the recommendations of the University Committee on Sabbaticals, the Provost shall make recommendations to the President of the University, who shall present the recommendations to the Board of Trustees for final approval. If any of the Provost’s recommendations should differ from those of the University Committee on Sabbaticals, the Provost shall provide the committee with a written explanation of the grounds for his/her action in each case (with copies to the Dean, the Department Chairperson, and the applicant). The Provost shall notify all applicants and their Department Chairpersons of the final decision of the Board of Trustees by early February.
2.15.4 Post-Sabbatical Leave Reports

2.15.4.1 Submission and Review of Post-Sabbatical Reports

No later than the end of the first semester following their return after a sabbatical leave, all Faculty members shall submit to their Department Chairpersons or their deans if there is no Chairperson a report on their activities and accomplishments of the faculty member during their sabbatical leaves. This report shall be submitted to the Department Chairperson or dean if there is no Chairperson, no later than the end of the first semester following his/her return. After reviewing the post-sabbatical report, the Department Chairperson will forward the report to the appropriate Dean, who will then forward it to the office of the Provost for review by Chairperson of the University Committee on Sabbaticals. After the committee has reviewed the post-sabbatical report along with any comments made by the Department Chairperson and the Dean, the Chairperson of the committee shall send a letter to the Faculty member (with copies to the Provost, Dean, and Department Chairperson), indicating whether the committee approves the Faculty member’s post-sabbatical report.

2.15.4.2 Unsatisfactory Post-Sabbatical Reports

In the event that the University Committee on Sabbaticals finds a Faculty member’s post-sabbatical report unsatisfactory, the committee’s letter shall contain the reasons for this decision. In such cases, the Faculty member may appeal within ten working days of receiving the committee’s letter. Such an appeal should address the objections raised in the committee’s letter and may include a revised post-sabbatical report. The committee will then render its final judgment in a letter to the Faculty member (with copies to the Department Chairperson, the Dean, and the Provost). A post-sabbatical report that is considered unsatisfactory by the University Committee on Sabbaticals may have a prejudicial effect on any future applications for sabbatical leave by the Faculty member.

2.15.5 Preservation of Records

All applications, recommendations, formal correspondence, and supporting materials relating to sabbatical leaves and post-sabbatical leave reports shall be kept on file by the Provost’s office.

2.15.4 Application and Selection Deadlines

- Early September: In a memo the Provost informs all faculty of the requirements of sabbatical leave applications and lists exact dates for all deadlines in the process.
- Early October: Faculty members applying for sabbatical leave submit applications to the appropriate Department. A statement of the applicant’s plans for the leave shall accompany the application for sabbatical leave.
- Mid-October: Department Chairperson transmits to the appropriate dean Departmental recommendations on sabbatical leave requests. These recommendations shall address the impact of the leave on normal functioning of the
Department—The recommendation must be accompanied by all supporting documentation, including the applicant's own statement, if any, and an updated curriculum vitae. The Department Chairperson shall advise the applicant in writing at the time the recommendations are forwarded to the dean. The applicant shall receive a copy of the Chairperson's recommendation.

- Early November: The dean submits to the University Committee on Sabbaticals written preliminary recommendations on sabbatical requests, along with the Department recommendations and supporting documents. These materials are then reviewed by the University Committee on Sabbaticals and remain on file in the Provost's office. The applicant shall receive a copy of the Dean's recommendation.

- Late November: The sabbatical leave applicant may, if he/she so desires, submit a further statement regarding his/her case to the University Committee on Sabbaticals, with copies to the Department Chairperson and the dean. Additional relevant information, such as external grants or job offers, should be included.

- Mid-December: The Committee submits to the Provost its recommendations on sabbatical leave applications. The Provost shall advise the applicant and the applicant's Department of his/her recommendation and that of the University Committee on Sabbaticals at the time he/she forwards these recommendations to the President.

- Mid-January: Provost notifies sabbatical leave applicants of the decision of the Board of Trustees, based on his/her recommendations.

PROPOSED REVISION OF SECTION 2.15 ON SABBATICAL LEAVE POLICY, CLEAN COPY (approved by Faculty Senate on 4-23-15 and by the Faculty on 5-7-15)

2.15 Sabbatical Leave
NJIT's sabbatical leave policy exists to enhance the professional development and increase the research and scholarly production of Faculty by relieving them of their teaching and service responsibilities for a semester or an academic year.

2.15.1 Eligibility
To be eligible for a sabbatical leave, a Faculty member must have tenure and must have served a minimum of six continuous years on the NJIT Faculty. No Faculty member shall have more than one sabbatical leave within any seven-year period.

2.15.2 Terms
2.15.2.1 Duration, Salary, and Benefits
A sabbatical leave may be granted for an academic year at 80% of salary or for a semester with full pay, with all rights and benefits of regular employment continuing in either option.

2.15.2.2 Commitment to Return after a Sabbatical Leave
The acceptance of a sabbatical leave obligates the recipient to serve as a member of the Faculty for at least one year following the completion of a two-semester sabbatical
leave or for at least one semester following the completion of a one-semester sabbatical leave, or else to reimburse the university for all salary paid during the sabbatical leave. Exceptions to this policy sought by Faculty members require a formal waiver granted by the President on the recommendation of the Provost.

2.15.3 The Application Process

2.15.3.1 Provost’s Memo, Timeline, and Criteria
In a memo to the Faculty in early September, the Provost shall distribute the requirements for sabbatical leave applications and list the deadlines for all steps in the process. This memo and other information on the sabbatical procedure, consistent with the policy articulated in this section of the Faculty Handbook, shall also be posted on the Provost’s website. The documents posted on the website shall include the criteria for granting sabbatical leaves, which can be amended by the Faculty Senate with the approval of the Provost.

2.15.3.2 Submission of Applications by Faculty Members
Eligible Faculty members applying for a sabbatical leave shall submit to their Department Chairpersons by the appointed deadline in early October an electronic application consisting of all the documents identified in the Guidelines for Sabbatical Leave Applications [live link] on the Provost’s website. Changes to the Guidelines for Sabbatical Leave Applications must be approved by the Faculty Senate and the Provost.

2.15.3.3 Review and Recommendation by Department Chairpersons and Deans
Department Chairpersons shall review the applications for sabbatical leave from Faculty in their Departments and shall transmit electronically to the Dean those that they approve by the appointed deadline in mid-October, along with their recommendation letters (with copies to the appropriate applicants). Each recommendation letter should include a statement on the value of the applicant’s sabbatical leave plan for the applicant’s career and the Department’s scholarly research profile, as well as a statement on the impact of the recommended sabbatical leave on the normal functioning of the Department. By the appointed deadline in early November, the Dean shall transmit electronically all applications to the Chairperson of the University Committee on Sabbaticals, along with the recommendations of the Department Chairpersons and the Dean. The Dean shall send a copy of his/her recommendation letter to the Department Chairperson and the applicant.

2.15.3.4 Opportunity for Faculty Members to Update Applications
By the appointed deadline in late November, applicants for a sabbatical leave may submit to the University Committee on Sabbaticals (with copies to their Department Chairperson and Dean) an additional statement that contains relevant new information supporting the application.
2.15.3.5 Review and Recommendation by the University Committee on Sabbaticals
The University Committee on Sabbaticals consists of Faculty from a wide range of Departments and Colleges/Schools, appointed by the Provost to serve for fixed terms. After receiving and rigorously reviewing all sabbatical leave applications, and after duly considering the recommendations from Department Chairpersons and Deans, the committee shall, by the appointed deadline in December, (1) provide the Provost with a list that ranks and categorizes all the applications as Highly Recommended, Recommended, or Not Recommended, and (2) provide each applicant with the committee’s decision on his/her application, accompanied by a written explanation (with copies to the appropriate Department Chairperson and Dean).

2.15.3.6 Right of Appeal to the University Committee on Sabbaticals
In the event that an applicant is not recommended for a sabbatical leave by the University Committee on Sabbaticals, the applicant may, by the appointed deadline, send an appeal to the Chairperson of the committee in writing (with copies to the Department Chairperson and the Dean), responding to the committee’s written explanation. The Department Chairperson and the Dean may also send the Chairperson of the committee letters in support of the appeal within the same time frame. The committee shall respond to each appeal in writing by the appointed deadline (with copies to the Department Chairperson and the Dean).

2.15.3.7 Recommendation by the Provost and Approval by the Board of Trustees
After reviewing the applications and the recommendations of the University Committee on Sabbaticals, the Provost shall make recommendations to the President of the University, who shall present the recommendations to the Board of Trustees for final approval. If any of the Provost’s recommendations should differ from those of the University Committee on Sabbaticals, the Provost shall provide the committee with a written explanation of the grounds for his/her action in each case (with copies to the Dean, the Department Chairperson, and the applicant). The Provost shall notify all applicants and their Department Chairpersons of the final decision of the Board of Trustees by early February.

2.15.4 Post-Sabbatical Leave Reports
2.15.4.1 Submission and Review of Post-Sabbatical Reports
No later than the end of the first semester following their return after a sabbatical leave, all Faculty members shall submit to their Department Chairpersons a report on their activities and accomplishments during their sabbatical leaves. After reviewing each post-sabbatical report, the Department Chairperson shall forward it to the Dean, who shall then forward it to the Chairperson of the University Committee on Sabbaticals. After the committee has reviewed the post-sabbatical report along with any comments made by the Department Chairperson and the Dean, the Chairperson of the committee shall send a letter to the Faculty member (with copies to the Provost, Dean, and Department Chairperson), indicating whether the committee approves the Faculty member’s post-sabbatical report.
2.15.4.2 Unsatisfactory Post-Sabbatical Reports

In the event that the University Committee on Sabbaticals finds a Faculty member's post-sabbatical report unsatisfactory, the committee's letter shall contain the reasons for this decision. In such cases, the Faculty member may appeal within ten working days of receiving the committee's letter. Such an appeal should address the objections raised in the committee's letter and may include a revised post-sabbatical report. The committee will then render its final judgment in a letter to the Faculty member (with copies to the Department Chairperson, the Dean, and the Provost). A post-sabbatical report that is considered unsatisfactory by the University Committee on Sabbaticals may have a prejudicial effect on any future applications for sabbatical leave by the Faculty member.

2.15.5 Preservation of Records

All applications, recommendations, formal correspondence, and supporting materials relating to sabbatical leaves and post-sabbatical leave reports shall be kept on file by the Provost's office.
4F. APPROVE RESOLUTION FOR FACULTY APPOINTMENTS WITH TENURE
STATEMENT

RESOLUTION TO APPROVE FACULTY APPOINTMENTS WITH TENURE

By approving recommendations for tenure, New Jersey Institute of Technology recognizes faculty members whose prior accomplishments in leadership, service, and teaching excellence, after a rigorous review by their peers as well as university administration, consistent with the policies and procedures outlined in the Faculty Handbook, are of such caliber that they warrant the distinction of this recognition resulting in their recommendation for appointment with tenure.

The administration recommends these actions. The attached resolution has been prepared for your consideration.
RESOLUTION TO APPROVE FACULTY APPOINTMENTS WITH TENURE

WHEREAS by awarding tenure, New Jersey Institute of Technology recognizes these faculty members for their prior accomplishments in leadership, service, and teaching excellence, after a rigorous review by their peers as well as university administration, consistent with the policies and procedures outlined in the Faculty Handbook, are of such caliber that they warrant the distinction of this recognition resulting in their recommendation for tenure, and

WHEREAS the accomplishments of the following individuals display patterns of sustained leadership in teaching; student supervision; scholarly activities; funded research; service to the department, the university, and the profession, and are to be appointed with tenure: Iulian Neamtiu and Chase Wu, and

WHEREAS the administration recommends that said appointments with tenure be granted;

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees approves the appointments recommended below.

<table>
<thead>
<tr>
<th>Name</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Iulian Neamtiu</td>
<td>Appointment to Associate Professor with Tenure</td>
</tr>
<tr>
<td>Chase Wu</td>
<td>Appointment to Associate Professor with Tenure</td>
</tr>
</tbody>
</table>

Holly C. Stern, Esq.
General Counsel and
Secretary to the Board of Trustees
New Jersey Institute of Technology

July 23, 2015
4G. APPROVE RESOLUTION TO AUTHORIZE EXCLUSIONS OF CERTAIN TRUSTEES AND OFFICERS FROM REQUIRED FILING
RESOLUTION TO AUTHORIZE EXCLUSIONS OF CERTAIN NJIT PERSONNEL FROM REQUIRED FILING

WHEREAS, current Department of Defense Regulations contain a provision making it mandatory that certain NJIT personnel meet the personnel clearance requirements established for a contractor’s facility clearance; and

WHEREAS, said Department of Defense Regulations permit the exclusion from the personnel clearance requirements of certain NJIT personnel provided that this action is recorded in the corporate minutes.

NOW THEREFORE, BE IT RESOLVED that the Board hereby ratifies the resolution entered into in closed session for security purposes, authorizing exclusions of certain NJIT personnel from required filing, which resolution designates the specific positions duly authorized; and

BE IT FURTHER RESOLVED that the NJIT personnel referenced in the closed session resolution shall not be required, shall not have, and can be effectively excluded from access to classified information in the possession of the corporation.

Holly C. Stern, Esq.
General Counsel and
Secretary to the Board of Trustees
New Jersey Institute of Technology

July 23, 2015
Board Resolution No.
4H. APPROVE RESOLUTION TO APPOINT FY 2016 TRUSTEE OFFICERS
5A. PRESIDENT'S REPORT
5B. OPERATING STATEMENT YEAR TO DATE
New Jersey Institute Of Technology  
Statement of Current Fund Revenues and Expenditures  
For the Twelve Months Ended June 30, 2015 (Preliminary)  
(Dollars In Thousands)

<table>
<thead>
<tr>
<th>Restricted Funds</th>
<th></th>
<th></th>
<th>Unrestricted Funds</th>
<th>FY2015</th>
<th>FY2015</th>
<th>100% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Restricted Funds</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>Educational and General</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuition and Fees</td>
<td>$162,799</td>
<td>$169,326</td>
<td>104%</td>
<td>104%</td>
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</tr>
<tr>
<td>Appropriations, Contracts, Gifts</td>
<td>91,226</td>
<td>89,661</td>
<td>98%</td>
<td>101%</td>
<td></td>
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<tr>
<td>Other sources</td>
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<td>13,967</td>
<td>119%</td>
<td>96%</td>
<td></td>
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<tr>
<td>Allocated Balances</td>
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<td>2,801</td>
<td>70%</td>
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</tr>
<tr>
<td>Total</td>
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<td>275,755</td>
<td>102%</td>
<td>103%</td>
<td></td>
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</tr>
<tr>
<td>Auxiliary Enterprises</td>
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<td>18,540</td>
<td>105%</td>
<td>101%</td>
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</tr>
<tr>
<td>Total Revenues</td>
<td>287,477</td>
<td>294,295</td>
<td>102%</td>
<td>102%</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
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<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Educational and General</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Operation and Maintenance</td>
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<td>Financial Aid to Students</td>
<td>24,923</td>
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<td>Total Educational and General</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Expenditures</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instruction</td>
<td>103,142</td>
<td>95,462</td>
<td>93%</td>
<td>104%</td>
<td></td>
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</tr>
<tr>
<td>Research</td>
<td>12,382</td>
<td>11,450</td>
<td>93%</td>
<td>104%</td>
<td></td>
<td></td>
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<tr>
<td>Public Service</td>
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<td>96%</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Academic Support</td>
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<td>26,494</td>
<td>97%</td>
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</tr>
<tr>
<td>Student Services</td>
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<td>19,924</td>
<td>100%</td>
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<tr>
<td>Institutional Support</td>
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<td>42,558</td>
<td>109%</td>
<td>91%</td>
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<tr>
<td>Total</td>
<td>269,748</td>
<td>275,755</td>
<td>102%</td>
<td>103%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Auxiliary</td>
<td>17,729</td>
<td>18,540</td>
<td>105%</td>
<td>101%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Expenditures and Transfers</td>
<td>287,477</td>
<td>294,295</td>
<td>102%</td>
<td>102%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Excess of Revenues over Expenditures and Transfers</td>
<td>$0</td>
<td>$0</td>
<td>0%</td>
<td>0%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
New Jersey Institute Of Technology
Expense Report
For the Twelve Months Ended June 30, 2015 {Preliminary}
(Dollars In Thousands)

<table>
<thead>
<tr>
<th></th>
<th>FY2015 Total Committed</th>
<th>FY2015 Budget</th>
</tr>
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<tbody>
<tr>
<td><strong>Academic</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salaries and Fringe Benefits</td>
<td>$135,449</td>
<td>$141,212</td>
</tr>
<tr>
<td>Equipment Purchases</td>
<td>4,526</td>
<td>4,201</td>
</tr>
<tr>
<td>Financial Aid to Students</td>
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<td>24,923</td>
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<tr>
<td><strong>Other Operating Expenses:</strong></td>
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<td></td>
</tr>
<tr>
<td>Materials and Supplies</td>
<td>1,650</td>
<td>1,856</td>
</tr>
<tr>
<td>Travel and Development</td>
<td>2,437</td>
<td>2,300</td>
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<tr>
<td>Library Collections</td>
<td>1,462</td>
<td>1,420</td>
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<tr>
<td>Other General Operating</td>
<td>10,482</td>
<td>14,435</td>
</tr>
<tr>
<td><strong>Total Other Operating</strong></td>
<td>16,031</td>
<td>20,011</td>
</tr>
<tr>
<td><strong>Total Academic</strong></td>
<td>$180,842</td>
<td>$190,347</td>
</tr>
</tbody>
</table>

| **Support**            |                         |               |
| Salaries and Fringe Benefits | 41,393                | 41,188        |
| Equipment Purchases    | 927                     | 725           |
| Utilities              | 7,236                   | 8,563         |
| **Other Operating Expenses:** |                       |               |
| Materials and Supplies | 1,450                   | 1,551         |
| Travel and Development | 668                     | 715           |
| Other General Operating| 10,219                  | 6,781         |
| **Total Other Operating** | 12,337                | 9,047         |
| **Total Support**      | $61,893                 | $59,523       |

| Transfers              | 33,020                  | 19,878        |

| **Total Academic, Support, and Transfers** | $275,755 | $269,748 |
| **Auxiliary Enterprises** | 8,464    | 7,915    |
| **Auxiliary Transfers**   | 10,076   | 9,814    |
| **Total Auxiliary Expenses** | 18,540  | 17,729   |

| **Total Unrestricted Expenses** | $294,295 | $287,477 |
| **Restricted Expenses**        | 107,312  | 106,000  |
| **Total Expenses and Transfers** | $401,607 | $393,477 |
5C. SCHEDULE OF SHORT TERM INVESTMENTS
NEW JERSEY INSTITUTE OF TECHNOLOGY

CASH AND CASH EQUIVALENTS AND INVESTMENTS
AS OF JUNE 30, 2015 (PRELIMINARY)
(Dollars in thousands)

<table>
<thead>
<tr>
<th></th>
<th>WELLS FARGO</th>
<th>JP MORGAN CHASE</th>
<th>CITY NATIONAL BANK</th>
<th>6/30/2015 TOTAL</th>
<th>6/30/2014 TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash and cash equivalents:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Money market funds</td>
<td>$57,333</td>
<td>$2,291</td>
<td>$274</td>
<td>$59,898</td>
<td>$58,507</td>
</tr>
<tr>
<td></td>
<td>$57,333</td>
<td>$2,291</td>
<td>$274</td>
<td>$59,898</td>
<td>$58,507</td>
</tr>
<tr>
<td>Investments:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>U.S. Treasury and government agency bonds</td>
<td>5,498</td>
<td>-</td>
<td>-</td>
<td>5,498</td>
<td>5,480</td>
</tr>
<tr>
<td>Mutual equity funds</td>
<td>4,892</td>
<td>-</td>
<td>-</td>
<td>4,892</td>
<td>3,831</td>
</tr>
<tr>
<td>Mutual bond funds</td>
<td>10,344</td>
<td>-</td>
<td>-</td>
<td>10,344</td>
<td>5,318</td>
</tr>
<tr>
<td>Corporate equity securities</td>
<td>5,116</td>
<td>-</td>
<td>-</td>
<td>5,116</td>
<td>4,658</td>
</tr>
<tr>
<td>Corporate debt securities</td>
<td>2,687</td>
<td>-</td>
<td>-</td>
<td>2,687</td>
<td>2,686</td>
</tr>
<tr>
<td>Certificate of deposit</td>
<td>-</td>
<td>-</td>
<td>500</td>
<td>500</td>
<td>500</td>
</tr>
<tr>
<td></td>
<td>28,537</td>
<td>-</td>
<td>500</td>
<td>29,037</td>
<td>22,473</td>
</tr>
<tr>
<td>Total</td>
<td>$85,870</td>
<td>$2,291</td>
<td>$774</td>
<td>$88,935</td>
<td>$80,980</td>
</tr>
</tbody>
</table>
5D. REPORT ON STATUS OF COMPREHENSIVE CAMPAIGN AND GIFT REPORTS
Summary - 2013 (7/1/2012 to 6/30/2013) vs 2014 (7/1/2013 to 6/30/2014) vs 2015 (7/1/2014 to 6/30/2015)

Comparison of Total Giving Year to Date:

<table>
<thead>
<tr>
<th>Category</th>
<th>2013</th>
<th>2014</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>#</td>
<td>$</td>
</tr>
<tr>
<td>All Sources:</td>
<td>$10,447,116</td>
<td>3,941</td>
<td>$9,461,616</td>
</tr>
<tr>
<td>All Sources without Gifts in Kind:</td>
<td>$10,184,375</td>
<td>238</td>
<td>$8,919,791</td>
</tr>
<tr>
<td>Matching Gifts:</td>
<td>$153,893</td>
<td>33.40</td>
<td>$140,143</td>
</tr>
<tr>
<td></td>
<td>$3,179,187(^1)</td>
<td>30.43</td>
<td>$3,304,076(^2)</td>
</tr>
<tr>
<td>Corp</td>
<td>$2,482,378(^4)</td>
<td>23.76</td>
<td>$2,373,229(^5)</td>
</tr>
<tr>
<td>Foundations</td>
<td>$906,191(^7)</td>
<td>8.67</td>
<td>$1,509,762(^8)</td>
</tr>
<tr>
<td>Friends</td>
<td>$3,489,034(^10)</td>
<td>33.40</td>
<td>$1,802,983(^11)</td>
</tr>
<tr>
<td>Other</td>
<td>$390,325</td>
<td>3.74</td>
<td>$471,565</td>
</tr>
<tr>
<td>Totals:</td>
<td>$10,447,116</td>
<td>100.00</td>
<td>$9,461,616</td>
</tr>
</tbody>
</table>

FY 2014 vs FY 2015 by Donor Type - Variance in Dollars and Donors Raised

<table>
<thead>
<tr>
<th></th>
<th>% Dollars</th>
<th>% Donors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alumni</td>
<td>19%</td>
<td>5%</td>
</tr>
<tr>
<td>Corp</td>
<td>28%</td>
<td>-9%</td>
</tr>
<tr>
<td>Foundations</td>
<td>-38%</td>
<td>8%</td>
</tr>
<tr>
<td>Friends</td>
<td>-51%</td>
<td>-22%</td>
</tr>
<tr>
<td>Other</td>
<td>-39%</td>
<td>4%</td>
</tr>
<tr>
<td>Total</td>
<td>-5%</td>
<td>1%</td>
</tr>
</tbody>
</table>

1 Alumni – Naimoli $954K, Kaiser Bequest $900K
2 Alumni – Guttenberg Bequest $1M, Kaiser Bequest $452K, Kiernan$227K, Ramaswamy/Seshadri $100K
3 Alumni – Dow $1M, Kane Bequest $800K, Glass Bequest $510K, Gimbel Bequest $147K
4 Corporations – GDS/Compass $416, ExxonMobil $291K, Pepsi $101K, ADP $100K, Berger Group $100K
5 Corporations – Operations Tech GIK $472K, ExxonMobil $257, Pepsi $201K, Berger Group $165K, PSEG $115K
6 Corporations – Linode $420K, JPMorgan (NIII) $300K, GDS/Compass $240K, Pepsi $203K, ExxonMobil $144K , PSEG $126K,Prudential $119K, Berger Group $110K
7 Foundations – Durgie $480K
8 Foundations – Durgie $901K, Musculoskeletal Transplant $100K, Leir/Ridgefield $100K
9 Foundations – Leir $350K, Pfeiffer $205K, Musculoskeletal Transplant $100K
10 Friends – Michaud Bequest $3M
11 Friends – Hartmann Bequest $1M, Chaplick Bequest $250K
12 Friends – Hartmann Bequest $407K
13
STATUS OF COMPREHENSIVE CAMPAIGN

Campaign Purpose:

The purpose of NJIT NEXT, the Campaign for New Jersey Institute of Technology, is to ensure the continued transformation of the university. The goals of this $150 million comprehensive campaign are to endow new scholarships and fellowships, recruit and retain top faculty and develop the next-generation campus.

Gift Summary:

<table>
<thead>
<tr>
<th></th>
<th>As of June 30, 2013</th>
<th>As of June 30, 2014</th>
<th>As of June 30, 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gifts</td>
<td>$29,616,004</td>
<td>$34,936,701</td>
<td>$39,647,464</td>
</tr>
<tr>
<td>Pledges</td>
<td>$32,390,473</td>
<td>$34,660,061</td>
<td>$46,753,456</td>
</tr>
<tr>
<td>Cash in Hand</td>
<td>$52,543,333</td>
<td>$60,808,316</td>
<td>$66,884,564</td>
</tr>
<tr>
<td># Donors</td>
<td>15,257</td>
<td>17,222</td>
<td>18,963</td>
</tr>
<tr>
<td>Grants*</td>
<td>$52,543,333</td>
<td>$60,808,316</td>
<td>$66,884,564</td>
</tr>
<tr>
<td>Comprehensive</td>
<td>$114,549,810</td>
<td>$130,405,077</td>
<td>$153,285,484</td>
</tr>
<tr>
<td>Campaign Total</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* These grants are for initiatives and programs throughout the university that are consistent with the goals and funding priorities of the NJIT NEXT Campaign.

Recent Highlights:

A. Gift Report
   - 102% of Comprehensive Campaign Total achieved
   - 35% increase in pledge commitments this fiscal year vs. last year
   - Confirmed $2.5 million estate bequest from Jacqueline Kane

B. Activities
   - 16% increase in UA Solicitation activity this fiscal year vs. last year

C. Events
   - July 25 QuickChek NJ Festival of Ballooning (Readington, NJ)
   - August 27 Albert Dorman Honors College 20th Anniversary Ceremony
   - August 25-30 The Barclays at Plainfield CC (Edison, NJ)
   - August 30 Somerset Patriots Baseball and Luncheon (Bridgewater, NJ)
   - September 9 Convocation
   - September 21 Annual Highlanders Golf Classic (Montclair, NJ)
   - October 4 Big Bear Observatory (Big Bear, CA)
   - October 10 Living Computer Museum Tour and Reception (Seattle, WA)
   - October 26 Golden Highlanders at NJPAC (Newark, NJ)
5E. REPORT ON ENROLLMENT, SUMMER 2015,
FALL 2016
5F. REPORT ON NEWLY HIRED FACULTY, FALL 2016
5G. REPORT ON UPCOMING CALENDAR OF EVENTS
NEW JERSEY INSTITUTE OF TECHNOLOGY

Calendar of Events

August – December 2015

New Faculty Orientation Dinner
August 26, 2015
6:00 PM (Eberhardt Rm. 112)

20th Anniversary of the Albert Dorman Honors College
August 27, 2015
5:00 PM (Jim Wise Theather)

Convocation
September 9, 2015
2:00 PM (Campus Green)

17th Annual Highlanders Golf Classic
September 21, 2015
(Upper Montclair Country Club)

Overseers Excellence in Research Awards
October 1, 2015
4:00 PM (Eberhardt Rm. 112)

Celebration
November 13, 2015
(Pleasantdale Chateau)

University Holiday Party
December 9, 2015
3:00 PM (Ballroom / Gallery)
NJIT BOARD OF TRUSTEES
FY 2015 – 2016 SCHEDULE OF MEETINGS

FY 2015 Board Meetings

February 5, 2015
April 16, 2015
June 4, 2015 (BOT Mtg./Retreat)
   (No Committee meetings)
   9 – 11 AM (Closed Session)
   11 AM -12 PM (Public Session)
   1 – 4 PM (Retreat)
July 23, 2015
September 17, 2015*
November 12, 2015 **

FY 2016 Board Meetings

February 4, 2016
April 14, 2016
June 9, 2016 (BOT Mtg./Retreat)
   (No Committee meetings)
   9 – 11 AM (Closed Session)
   11 AM -12 PM (Public Session)
   1 – 4 PM (Retreat)
July 21, 2016
September 15, 2016
November 10, 2016

*Changed from September 10, 2015; **Changed from November 5, 2015

Scheduled Meeting Times

(12:00 – 2:00 PM) Committee meetings
(2:00 – 4:00 PM) Closed session
(4:00 – 5:00 PM) Public session

Note: committee meetings may occur on the same day as regular BOT meeting or alternate date as determined by the committee chair.

Meeting Agenda Items

July: Annual Budget; Tuition and Fees Schedule; Annual Meeting; Election of Officers and Committee Chairs

September: Financial Audit Report; Fall Enrollment Assessment; Athletics Report; Senior Personnel Evaluations and Compensation Review; Approval of Honorary Doctorate Candidates

November: Research Growth Strategies; KZG Consultant’s Report, Campus Safety Report, University Senate Report

February: Spring Enrollment Assessment; Sabbatical Reports; Sabbatical Leave Requests; Development Growth Strategies; Branding and Marketing Report Card, Faculty Senate Report

April: Intangible Asset Review; Budget Preview; Alumni Association Update

June: Proposed Budget, Promotion and Tenure; Strategic Plan Progress Assessment; Enrollment and Growth Strategies; Retreat

Note: All meetings are scheduled to be held in the Eberhardt Hall NJIT Alumni Center Board Room.
6. CHAIRMAN’S CLOSING STATEMENT
BOARD OF TRUSTEES

RESOLUTION RE: CLOSED SESSION TO DISCUSS PERSONNEL MATTERS, REAL ESTATE AND CONTRACT MATTERS.

WHEREAS, THERE ARE MATTERS THAT REQUIRE CONSIDERATION BY THE BOARD OF TRUSTEES THAT QUALIFY UNDER THE OPEN PUBLIC MEETINGS ACT FOR DISCUSSION AT A CLOSED SESSION.

NOW, THEREFORE, BE IT RESOLVED, THAT THE BOARD OF TRUSTEES SHALL HAVE A CLOSED SESSION TO DISCUSS MATTERS INVOLVING PERSONNEL, REAL ESTATE, AND CONTRACTS, AND LEGAL MATTERS TO TAKE PLACE ON SEPTEMBER 17, 2015, AT 2:00 PM, EBERHARDT HALL NJIT ALUMNI CENTER BOARD ROOM.