

New Jersey Institute of Technology

Administrative Affairs Council Minutes

December 6, 2006 Meeting

The Meeting was called to order at 10:07 AM by Dr. Robert A. Altenkirch, Chair. Others in attendance were: B. Antes, M. Baker, E. Bishof, J. Bonchi, B. Boynton, F. Deek, E. Deess, N. Gehani, U. Gauchat, J. Gentul, H. Gopal, J. Grundy, D. Knox, K. Kramer, J. Llewellyn, G. Mass, H. Mauermeyer, S. Morgan, P. Nelson, M. Pallotta, J. Regencio, W. Reynolds, J. Rhodes, J. Robertson, H. Ross, N. Rubio, M. Saadeghvaziri, D. Sebastian, J. Schuring, G. Spak, R. Sweeney, J. Tartaglia, B. Tedesco, P. Teklinski, N. Tworischuk, and D. Ullman

The minutes of the November 1, 2006 meeting were approved. Bob Altenkirch noted that Jacquie Rhodes and Kim Kramer would give the report on overview of development in Chuck Dee's absence. Jacquie briefly introduced Marge Baker, the new Director of Annual Fund, and announced that Kim Kramer will now serve as Director of Operations.

Chairman's report:

Updates on the purchase of Central High are underway, and has now changed since the School Construction Corporation has stepped in as well as the attorney general's office. Bob Altenkirch and Henry Mauermeyer recently met with Newark Public Schools and School Construction Corporation representatives to discuss the matter. The proposal will hopefully go to our board for approval shortly with an expected closing on or around June 30, 2010.

The Gateway Plan received eight responses and a review team is in place to review those responses and we will likely have something to take to the board of trustees by early February.

The Legislative Task Force met on November 9 and the testimonies given there can be viewed on each university's website. The next meeting is scheduled for December 19.

An update on the cell phone antenna installation and the study was done to measure the impact of radiation, and it's conclusion was pretty consistent with what the consultants gave which is that the emission from the antenna has no affect on radiation levels on campus.

Jacquie Rhodes and Kim Kramer gave an overview of development efforts, i.e., the Honors College Campaign, and Highlanders Athletic Campaign. The history of planned gifts, annual fund initiatives like the e-news letters, e-solicitation campaign, and the e-find a friend campaign were discussed. They asked if anyone has any ideas for these types of solicitations that they please forward them to University Advancement.

A report on the planning for the comprehensive capital campaign was given, as well as an update on the role of the fund raising committee's role.

Bob Altenkirch commented that because of talks of a possible merger years ago, we did not enter into a major campaign and decided to focus on two smaller campaigns focusing on specific areas, Honors and Athletics.

The meeting was adjourned.