

New Jersey Institute of Technology

Administrative Affairs Council Minutes

November 1, 2006 Meeting

The meeting was called to order at 10:09 AM by Dr. Robert A. Altenkirch, Chair. Others in attendance were: E. Bishof, J. Bloom, J. Bonchi, F. Deek, E. Deess, N. Gehani, U. Gauchat, J. Gentul, H. Gopal, D. Hawk, T. Johnson, R. Kane, K. Kelly, H. Kimmel, D. Knox, J. Llewellyn, H. Mauermeyer, S. Morgan, M. Pallotta, J. Regencio, W. Reynolds, J. Robertson, H. Ross, N. Rubio, M. Saadeghvaziri, J. Schuring, J. Sheft, G. Spak, H. Stern, R. Sweeney, J. Tartaglia, J. Thompson, R. Thompson, N. Tworischuk, and D. Ullman

The minutes of the October 4, 2006 meeting were approved.

Chairman's report:

A recent town hall meeting on the NJIT Campus Gateway Plan took place on October 5 and went smoothly. There were approximately 50 homeowners in attendance, and the RFQ was released on October 23, with responses due by November 20.

The new website was just launched beginning with the homepage and admission pages with the others to follow.

Updates on the budget submission, Celebration '06, and the new Legislative Task Force on Higher Education and the Economy were given. Dr. Altenkirch met with both Senator Ray Lesniak and Assemblyman Alfredo Caraballo to discuss the work of the Task Force. He also spoke with Mayor Cory Booker to discuss the impact on Newark. President Altenkirch will also be giving testimony along with President's McCormick, and Vladeck, Roy Vagelos, and Bob Franks on this topic.

Jim Robertson stated that there is a lot of work being done behind the scenes on the new website. There is a new campus map, etc., that will soon be added.

Jack Gentul reported that the Scion Group is on campus today reviewing our residential student housing and should have a report soon on their recommendations.

Perry Deess gave an update on the student satisfaction survey (an abbreviated version). It pointed to areas where percentage could improve based on survey responses. Other committee members commented on the survey and expressed interest in having the survey more fine tuned and requested a breakdown by college on student satisfaction.

Nick Tworischuk reported on the University Safety and Environmental Management System on which he has been working with various departments internally and externally and will begin rolling out the program over the next couple of semesters. The university safety policy statement adopted on January 10, 1991 gives a breakdown of major elements of SEMS.

Kathy Kelly gave an update on the open house which attracted approximately 700 students...the largest so far. It was organized differently this year which helped to distribute the crowd. Evaluation sheets were passed out for attendees to return with their comments so we can see where we may improve.

With no more business to be discussed, the meeting was adjourned.