

New Jersey Institute of Technology

Administrative Affairs Council Minutes

October 3, 2007

The meeting was called to order at 10:00 AM by Dr. Robert A. Altenkirch, Chair. Others in attendance were: E. Bishof, J. Bloom, J. Bonchi, R. Boynton, R. Calluori, F. Deek, , C. Dees, R. U. Gauchat, N. Gehani, J. Gentul, H. Gopal, T. Johnson, R. Kane, K. Kelly, H. Kimmel, D. Knox, J. Llewellyn, H. Mauermeyer, P. Nelson, J. Robertson, W. Reynolds, J. Rhodes, H. Ross, A. Saadeghvaziri, S. Saigal, J. Schuring, D. Sebastian, J. Sheft, G. Spak, H. Stern, R. Sweeney, J. Tartaglia, B. Tedesco, P. Teklinski, and D. Ullman

The minutes of the June 6, 2007 meeting were approved.

President's Report.

The President announced that he would give an overview of efforts that will lead into a presentation by Joel Bloom on enrollment.

The overview included efforts this year and beyond with respect to the five strategic priorities of the Strategic Plan as detailed in the attached.

The President reviewed results of a survey on why students decide not to attend NJIT as background for some of the current efforts to increase enrollment.

With respect to the Gateway Plan, about 80% of the property is readily accessible because most of the land is owned by St. Michael's, NJIT, and the florist, all of whom are on board with moving the project forward. The conceptual Plan is finished, and the financial analysis is being finalized for review by the City.

NJIT's plan for Central HS is to divide it into large classrooms and consolidate K-12 outreach efforts.

Questions were asked about planned parking for campus. Short term plans are to continue the current parking system with the possible addition of a parking lot in Science Park on which the State Hotel Supply facility was formerly located. NJIT acquired has acquired that property. Long term plans are to shift parking from the Warren St. lot to the parking deck associated with the Gateway Plan at the corner of Orange and MLK.

Altenkirch discussed revenue generation and enrollment and the FY08 operating budget, State appropriation has not changed for some time and not expected to change.

The President discussed new program plans that the deans recently developed. The new programs should generate increased enrollment.

Joel Bloom gave an overview on enrollment and discussed the current enrollment status and long term enrollment projections. Continuing enrollment is very robust, and we saw an increase this year; retention is important. The freshman applicant pool was up by 5%.

Bloom stated that we need to work more on enrolling transfer students.

There were fewer master degree students than last year, so Bloom asked the deans to work on objective criteria for students being admitted as master degree students that could be used by Admissions to admit students without applications being reviewed by departments. This should speed up the admission process.

Altenkirch stated that we cannot be in the position where the processes we use to admit students put us at a disadvantage compared to other institutions who might act more quickly than we.

With no more business to discuss, the meeting was adjourned.