

New Jersey Institute of Technology

Administrative Affairs Council Minutes

June 6, 2007

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, R. Boynton, R. Calluori, F. Deek, H. Gillings, 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

Provost Nelson introduced and welcomed Dr. Sunil Saigal, the new Dean of Newark College of Engineering

The minutes of the April 18, and May 2 meetings were approved.

Chairman's Report

Bob Altenkirch gave an update on the budget and the faculty separation incentive program and stated that there were 14 participants with salaries totaling \$1.7 million.

Jones Lang LaSalle surveyed approximately 700 concerning the Gateway Plan so far and they are still collecting a few from the neighborhood. The executive summary of highlights to date will be distributed to the board of trustees tomorrow and will also be posted on the web later today. Key areas of focus from the survey participants were on parking, restaurants, nightlife opportunities, and safety/security.

The Board of Trustees website has been changed to now include full public session materials. The minutes and agenda will now have supporting documents and will be posted approximately one week before meetings.

The Middle States Review Report will have final touches implemented for submission by June 13.

Bob Altenkirch gave an overview of the Strategic Plan's balanced scorecard with the latest updates.

A brief overview of the FY08 budget recommendations and revenue from undergraduate out of state students was presented. On the tuition increase, and salary program, we have

some carry forward funds from FY07/08 which will help make a plus for the budget at the start of this fiscal year. We are requesting the Legislature to add monies for salary increases, and the chances of getting something are fairly good.

Joel Bloom was asked to give an update on the enrollment numbers. He gave an overview and stated that the projected increase in enrollment is just under 250 which comes out to be about a 3% increase in Fall 07 enrollment and we are looking at 3 years of growth overall. We are also looking to see that the SAT scores are up.

There is a 5% increase in new applications from last year. The Enrollment Management Committee did a good job of getting the applicant pool up.

Joel Bloom discussed the difference of the functions of the Enrollment Planning and Enrollment Management Committee and stated that the committee is more like an operations committee.

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