

UNIVERSITY SENATE
Agenda
April 13, 2016

- Approval of February 17, 2016 University Senate meeting minutes
- President's Report
- Reports of standing committees
- Update from Elections Committee – R. Cassetta
- Joint meeting of Executive Committees of University and Faculty Senates
- University Senate President's report
 - Discussion and vote on (8) proposed changes to University Senate Bylaws
 - Middle States Periodic Review Report (PRR)
 - Status of 2020 Vision Implementation, December 2015 Report
 - FY17 Budget Review

UNIVERSITY SENATE

Minutes

April 13, 2016

In attendance: B. Baltzis, M. Bebawy, K. Belfield, E. Bishof, J. Bloom, H. Bonitsis, D. Bunker, R. Cassetta, R. Caudill, A. Christ, R. Das, F. Deek, P. Deess, A. Dhawan, J. Esche, C. Fey, J. Geller, U. Gauchat, P. Kenrick, M. Rusinkiewicz, J. Sheft, R. Sher, C. Siemann, T. Small, N. Steffen-Fluhr, K. Turner, J. Wagner, S. Zivras

Meeting called to order at 10:02 a.m.

Unanimous approval of February 17, 2016 meeting minutes.

President's Report

President Bloom discussed our need to invest in the city of Newark and to partner with other Higher Ed facilities within the city.

There is a moratorium on hiring staff until we do an analysis of our needs.

Reports of Standing Committees**• Committee on Finance, Chair: Mr. Ed Bishof**

Committee is working on and reviewing the following topics:

- FY16 Budget Status
- FY17 Operating and Capital Budget Development Status
- Procurement and Travel Reimbursement Focus Group Status; working with Ellucian to enhance our current process
- Finance Websites have been updated and improved
- Training Opportunities to be expanded

• Committee on Campus Life, Chair: Dr. Charlie Fey

Committee met on March 28, 2016. Discussion topics included:

- NJIT Fest; scheduled for April 29, 2016.
- Project Degree Completion; along with other public colleges and universities we will do our part to achieve 60% degree attainment by awarding an additional 3.8 million baccalaureate degrees by 2025.
- Day of Dialogue; first event was a success and efforts will continue to move forward with this initiative.
- Veterans; NJIT has received a Military Friendly Designation and a Veteran Friendly Designation. NJIT should strive for 400 veteran students by 2020.
- Student Satisfaction Survey; a new and comprehensive survey will be rolled out over a three year span. Results will be shared with University Senate.

• Committee on Information Systems, Chair: Mr. Dave Ullman

Committee is addressing items brought to them by the Faculty Senate.

Committee will be working with HR on the following:

- staff training
- survey of supervisors
- changes in on-boarding process

- **Committee on Human Resources, Chair: Ms. Kay Turner**

Committee met on March 9, 2016. Discussion topics included:

- 2 members of HR Committee were appointed to serve as delegates to work with the Committee on Information Systems and issues they are addressing
- a new transaction management system may be implemented university-wide; pending financial approval
- an electronic evaluation system is being created, along with collaboration from IST; a pilot will be run in the spring with non-aligned employees
- search committee protocols are being put into place; training for implicit bias will be scheduled
- in an effort to improve the social culture within NJIT, a survey is planned to track what activities university employees would be interested in taking part in on campus

- **Committee on Facilities, Chair: Mr. Andrew Christ**

Committee met on March 23, 2016. Discussion topics included:

- Fall 2015 State Capital Facilities Program
Two applications have been submitted: by NJIT 1) IDEAS Center and 2) Makerspace. Neither is funded yet by the state.
- Facilities Master Plan
The current master plan (dated 2008 with an addendum from 2013) needs to be updated and aligned with the 2020 Vision. This will be done using the existing shared governance structure and different constituent groups will give feedback.

A housing study will be done to determine the demand for on and off campus needs. Stakeholder focus groups will be held. A final report will be issued at the end of May.

Facilities Condition Assessment contract was awarded to Hatch Mott MacDonald and field investigations will begin at the end of May. All buildings will be examined for deficiencies. Goal is to be completed by end of Summer 2016.

- FY17 Capital Budget
\$16M available for FY17; \$50M+ in requests
Two emergent projects to be completed in FY17: 1) GITC front entrance steps and 2) Cypress Hall façade

- Major Capital Projects
 - CKB is on schedule.
 - Parking Garage will be ready by Fall 2016 semester.
 - Life Science and Engineering Building construction to be complete by January 2017.
 - Wellness and Events Center; there are budget challenges they are working through. A Fall 2017 opening is expected.
- Facilities Services
 - A new work request system has been implemented and will provide real time feedback.
- **Strategic Planning Steering Committee, Chair: Dr. Joel Bloom (report from Dr. Fadi Deek)**
 - A presentation on the FY17 Budget was given at a joint meeting of this committee and the Faculty Senate's Committee on Academic Strategic Planning and Budget Priorities.

Joint meeting of the Executive Committees of the University and Faculty Senates

Meeting was held March 28, 2016.

In an effort to determine where the Committee on Women's Leadership should report, Judith Sheft is investigating reporting structures of similar committees at other universities. She will also speak with the CWL to see what their preference is.

It was determined that both the Committee on Undergraduate Academic Standing Appeals and the Bachelor of General Studies Committee will continue to report to the Provost.

The Committee on Undergraduate Education may create ad-hoc committees to develop policies – implementation will be with the Provost.

The FY17 Budget was discussed, noting that we are being cautious with replacement hiring with the exception of faculty hiring.

Proposed changes to both the Faculty Senate Bylaws and University Senate Bylaws were presented and discussed.

Potential for a survey to be sent to faculty, and also one to the entire university community was discussed, along with a review of some possible survey questions.

Update of Elections Committee

Mr. Ray Cassetta reported that 12 of 28 seats on the University Senate are expiring. He is awaiting feedback from several groups as to who their new representatives are.

University Senate President's Report

- A motion was made to accept the (8) proposed changes to the University Senate Bylaws. There was no discussion and all changes were approved unanimously.
- Middle States Periodic Review Report (PRR) was discussed by Perry Deess. This is the last report we will have to submit, as it is no longer required by Middle States. The report will be submitted June 1, 2017.
- FY17 budget report given by Ed Bishof.

Additional comments

The students would like a voice in the faculty hiring process. They are encouraged to attend open forums for all candidates.

Meeting was adjourned at 11:45 a.m.