

UNIVERSITY SENATE
Agenda
November 11, 2015

- Approval of September 16, 2015 University Senate meeting minutes
- President's Report
- Confirm membership of standing committees for 2015-2016
- Election of Elections Committee

"Election and Bylaw/Constitutional Review Committees

At the last meeting of the University Senate in the fall semester an election committee of not less than three members of the University Senate shall be nominated and elected to begin the necessary preparation and publicity for the spring elections."

- Reports of standing committees
- Facilities updates – A. Christ
- Provost's report
 - Discussion on the topics of any historical committees that need to be folded into existing committee structure.
 - Discussion on issuing a university wide bulletin on progress that has been made over the past year on shared governance and encourage people to get involved.
 - Discussion and vote on (7) proposed changes to University Senate Bylaws
- Vice Provosts' reports

UNIVERSITY SENATE

Minutes

November 11, 2015

In attendance: E. Aslam, B. Baltzis, M. Bebawy, K. Belfield, E. Bishof, J. Bloom, D. Bunker, R. Cassetta, M. Chelliah, A. Christ, A. Crawford, R. Das, F. Deek, C. Fey, K. Franck, U. Gauchat, W. Hubbi, M. O'Neill, N. Joshi, P. Kenrick, M. Kam, S. Kent, G. Mass, V. Passarro, K. Passerini, P. Petropoulos, M. Rusinkiewicz, A. Saadeghvaziri, J. Sheft, R. Sher, C. Siemann, T. Small, D. Ullman, S. Zivras

Meeting called to order at 10:04 a.m.

Unanimous approval of September 16, 2015 meeting minutes.

President's Report

As a university we need to be forward looking and optimistic. We need to strive for continual improvement, and be sure to measure our performance against our peer institutions. The President prompted members of the University Senate to consider the following:

- What are you doing to help and support our students?
- How do you know you've helped the students?
- How satisfied are NJIT students?
- How are we helping our own colleagues?

Election of Elections Committee

The following three people were nominated to serve on the Elections Committee, and subsequently confirmed by a vote of acclamation:

1. Ray Cassetta
2. Walid Hubbi
3. Michael Bebawy

Reports of Standing Committees

- **Committee on Campus Life, Chair: Dr. Charlie Fey**
Committee membership is complete, with the exception of (2) members of the LEC. The committee has met once so far this semester. Meeting topics included student satisfaction, and discussion of the Student Fund Review Board
- **Committee on Facilities, Chair: Mr. Andrew Christ**
Committee membership is complete, with the exception of (1) member of the LEC and (1) faculty member.

Overview of and update on major capital projects including:

- Central King Building, Phase 2
 - Intent is to have entire project complete by January 2017
 - Parking Garage
 - Expected completion date Fall 2016
 - Life Sciences and Engineering Building
 - Groundbreaking will occur by the end of November 2015
 - Expected occupancy Spring 2017
 - Approval has been given to build a 4th floor, which will remain unfinished until funding is identified
 - Wellness and Events Center
 - Expected opening Summer 2017
 - Capital renewal and replacement
 - \$82M will be spent over the next 5 years
 - A maintenance plan will be put in place to insure that we have proper staffing and funds for continued and timely upkeep
- **Committee on Finances, Chair: Mr. Ed Bischof**
 The committee held their first meeting and has a full membership. The following topics were discussed:
 - Annual fiscal cycle
 - Planning for FY17 budget
 - Process for establishing tuition and fees
 - What are services provided by the financial side of the house?
 - Training opportunities available on campus
 - A new workflow for purchase requisitions will be announced and implemented shortly
 - **Committee on Human Resources, Chair: Ms. Kay Turner (report by Annie Crawford)**
 The committee held their first meeting and has a full membership. The following topics were discussed:
 - Implementation of electronic forms
 - Best practices for faculty hiring
 - On-boarding of new employees / employee morale

Director of Organization and Performance Excellence, Dr. Bob Lazer, has recently started in his position and will have an office in the HR suite.

- **Committee on Information Systems, Chair: Mr. Dave Ullman**
 The committee has met and has a full membership. A report was given on the following (full presentation is posted on University Senate webpage):
 - NJIT Website Status
 - Migration to Drupal in process, completion expected by January 2016
 - Campus Wide Notification System

- SendWordNow will be new system used for campus notifications, to be initially deployed late November 2015
 - Unified Communications Initiative
 - New phone system to be installed – using VOIP instead of analog
 - New infrastructure will be acquired and installed in order to support this effort
 - Roll out will begin Spring 2016 and expected to be complete by Spring 2017
 - Enterprise Digital Signage
 - Displays with dynamic interactive content will be installed throughout campus
 - Proposals are in development for FY17 budget
- **Strategic Planning Committee , Dr. Fadi Deek (reporting on behalf of Dr. Joel Bloom, Chair)**
This committee is scheduled to meet in December 2015.
Implementation of the 2020 Vision will be the main task going forward.

Provost's Report

Historical committees which were not initially rolled up into either the University or Faculty Senates will now report as follows:

Committees from former governance structure - still active

Committee on Women's Leadership
Health & Safety
Parking
Student Activities Budget Review Board
Financial Aid Appeals
Athletics

Suggested reporting committee / VP

Human Resources / Kay Turner
Committee on Facilities / Andrew Christ
Committee on Facilities / Andrew Christ
Committee on Campus Life / Charlie Fey
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Committee on Campus Life / Charlie Fey

- Committees will be notified as to their reporting structure.

Plans are underway for a university-wide bulletin to update the campus community on the progress of shared governance and to encourage people to get involved. Standing committee chairs are asked to submit a short update to Judith Sheft to be incorporated in the bulletin.

Discussion and vote on (7) proposed changes to University Senate Bylaws

All (7) items are outlined on the following pages.

Tiffany Small proposed a friendly amendment to ITEMS 2-7 so they would read as follows:

“~~The Chairperson,~~ the Senior University Vice President for Administration and Treasurer, the Associate Vice President for Finance/Controller, one academic dean, five faculty members or

members of the Lecturers and Educators Congress (at least three of whom must be faculty members), two student members (one undergraduate and one graduate student, if possible), one member of the Administrators Council, one member of the Staff Council, and one member of the Alumni Association. A designee for any member may attend in their absence. At least one member of the standing committee shall be a voting member of the University Senate."

A discussion followed. The motion failed after a vote resulted in no approvals for the amendment.

A motion was made and seconded to approve all amendments proposed (items 1-7) . There was a vote by show of hands and all were in favor. The motion carried.

Meeting was adjourned at 11:43 a.m.