



University Senate Meeting Minutes

Campus Center Ballroom A – 10:00 am – 12:00 pm

October 18, 2023

In Attendance: J. Wilson, E. Hou, M. Boger, A. Cruz, G. Esperdy, J. Grasman, D. Bunker, D. Mottern, S. Kent, K. Clark, S. Ziavras, E. Wozencroft, V. Parlac, C. Brennan, A. Christ, K. Belfield, A. Garretson, K. Alexo, H. Stern, K. Hageman, D. Jones

Approval of April 12, 2023, University Senate Meeting Minutes

Motion to approve the minutes by S. Ziavras and seconded by A. Cruz. The minutes were approved unanimously.

Upcoming Dates of FY24 University Senate Meeting

- December 11, 2023 – 10:00am – 12:00pm
- February 22, 2024 – 10:00 am – 12:00 pm
- April 18, 2024 – 10:00 am – 12:00 pm

Election of the Executive Committee

1. University Senate Bylaws section II.E.1
2. Election of a Vice President – MaryBeth Boger (self-nominated)
3. Election of an Executive Secretary – Joe Wilson (self-nominated)
4. Election of 3 remaining members of the Executive Committee which includes one faculty member, one administrator, and one member from any one of the following stakeholder groups: the staff council, the Lecturers and Educators Congress, the Student Senate, the Graduate Student Association, and the Alumni Association
 - o Daniel Bunker (self-nominated)
 - o Ken Alexo (self-nominated)
 - o Daniel Mottern (elected)

Update on the Committee on Inclusive Excellence – David Jones

- o The Inclusive Excellence Committee, led by the Chief Diversity Officer and co-chaired by a faculty member, consists of 25 university community members, including students, faculty, and staff. The members, vetted through the offices of the provost and the president, have committed to serving on the committee for the academic year. To ensure continuity, half of the faculty members will serve for one year, while the remaining half will serve for two years, providing stability and the option for individuals to continue for an extended period.
- o The committee meets on the third Wednesday of each month of the academic year from 2:30 – 4 p.m.
- o The Inclusive Excellence Committee is responsible for examining and addressing issues concerning diverse equity, inclusion, and belonging. It will provide recommendations to enhance the experiences of historically marginalized groups across identities like race, gender, sexuality, ethnicity, religion, and accessibility.

- **Remarks by Provost Pelesko:**

- *To move this from an Ad Hoc committee of this body to a permanent standing committee of this body requires a Bylaws change. We will be circulating a resolution asking for this committee to be added to our bylaws as a standing committee. The resolution needs to be circulated at least 10 days in advance of the next meeting and it requires a two-thirds vote of the Senate. We will be voting to change our Bylaws to add this as a permanent standing meeting to the Senate at the December meeting.*

- **Report of Standing Committees**

- **Committee on Finance – Cathy Brennan**

- John Grupp's most recent budget report and a posting of the CFO report are on the portal.
 - Tuition and fees are up about a little over 4% or \$5.2 million over the budget target.
 - Finance is still working through and applying financial aid to get to a net revenue target relative to the budget.
 - Last year at this time we were up about \$8 million net. In addition, auxiliary revenues are up by approximately \$2 million, this year, to date, for the fall semester which is above last year and its above target.
 - Maple Hall is 99% occupied, which helps the overall occupancy rate around the campus. Compared to our budget, which had assumed an occupancy rate of about 89%, we were performing at about 91% occupancy.
 - Still working through some budget issues with NJII, and right now they're currently below target for the year in terms of performance, but that has a lot to do with the timing of how their grant funds come in from the state.
 - Actively engaged in an RFP for a consultant to look at how the endowment is managed. We are becoming more active in our management of the investment manager. The guidance and input from the members of JIC.
 - Working on a new budget model and will be rolling out updates in conjunction with the provost office this Fall.
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- **Cathy remarks:** *“We’ve been really focused on projecting our cash balances and focusing on the number of days of cash on hand, putting money into the reserve”. We’ve budgeted for putting additional funds into the reserve this fiscal year. So, what we’re focused on there is ensuring that we have sufficient days of cash on hand to support our credit rating and to also support what’s called the CFI. That’s the comprehensive financial index that is referenced in the new state legislation. Right now, the policy that we adopted recently with the Audit Finance Committee has us benchmarking tiers of operating cash. So right now, we are just below the median for the other state institutions in the state of New Jersey, for several days of cash on hand. We are in a very good, strong position at this point. We are nowhere near in a position of jeopardizing our credit rating. We’ve adopted an investment strategy for those different tiers of cash in alignment with the input of the audit and finance committee. Lastly, the managed endowment for our foundation is and has been undergoing lots of active conversation with the Board of Overseers, and with the Joint Investment Committee.*

Committee on Campus Life – Marybeth Boger

- Expanded Programming
- Student-led programming Homecoming week
 - Homecoming had a great turnout.
- FSL ‘Canstruction’ supporting NJIT Food Pantry
- Student Activities Council Highlander Spirit Day
- Alumni Food Truck Fair (New), 2,000 Individuals Registered for Saturday’s BBQ
- 350 Men’s Soccer Tickets Sold
- Office of Prevention & Advocacy
 - New office added: Prevention & Advocacy is committed to the eradication of dating and sexual violence by providing confidential support, educational programming, and centering survivor autonomy.
 - Ran by Brittany Gaviria Sanchez (Prevention Specialist)
 - Brittany’s job is to engage with students about sexual violence, and domestic violence, providing support and advocacy around this area.
 - She supports our Title IX coordinator. Since Brittany has been here, more and more students are going in and speaking with her about personal issues.
- Mantra Health
 - Now providing telehealth. Help support our C-CAPS crew, and it’s providing a lot of opportunities for students who normally would not go to the counseling center for different reasons. Now it provides an opportunity for the student to self-select telehealth, which was officially rolled out about a week ago for the campus community.
 - 24/7 Crisis support which is available via phone or text.
- Virtual Listening sessions will begin on October 25th at 2:30, and there will be another one on Friday, October 27th at 12:00pm.

Strategic Planning Steering Committee- John Pelesko

- This process has been going on for about 18 months. There was an extensive phase that involved input from around the campus, and multiple subcommittees doing a whole lot of work over the course of the last academic year. The new set of subcommittees is taking the work from the first phase to determine high-level objectives and define a tactical roadmap for the implementation of the strategic plan.
- September 2023 – New Subcommittees formed, begin meeting.
 - They engaged with the community in a variety of different forms.
- October 2023 – Subcommittees continue work, and broad community input on phase two is sought.
- October 27, 2023- Townhall with the campus community
 - October 27th will be a town hall for the campus, specifically focused on the strategic plan. At that point, we will have preliminary reports from all the subcommittees, and we’ll be sharing back what the shape of the evolving plan looks like to get input from the entire campus community.
- November 2023- Subcommittees continue work.
 - The subcommittees will continue their work finishing by the end of November, or the beginning of December.
- December 2023 – Steering Committee compiles and drafts.

- o The steering committee will then take all this work from all subcommittees, and compile and draft the final strategic plan in early 2024.
- Early 2024- Plan finalized.

Committee on Information Systems and Digital Transformation- Ed Wozencroft

o Leadership Changes

o Justine, Sami, and Blake will be co-leads of a new virtual reality lab in the 20-year-old communication center.

o Blake Haggerty- Deputy CIO

o Blake has been here for nearly 25 years now, recently promoted to Deputy CIO. Blake and Ed are splitting their duties, making sure they cover everyone, but largely focused on the academic side of the house.

o Pooja Goel – AVP for Enterprise Apps/ Associate CIO

o Recently joined NJIT.

o Ed's former position

o Forming a steering committee – taking any volunteers

o Sharon Kelley – Chief Information Officer

▪ New inaugural role for the university

▪ Reporting to Ed. Worked for the Bergen County Prosecutor's Office, their head of information security.

o Sami Klobucista – Director, User Services

o Justine Kraweic – Director, Digital Learning

o Hemal Shah – Director, Unified Communication & Networking

o Hemal has been employed at NJIT for over 20 years. Recently promoted to director of communications and networking.

o Kate Cahill- Assoc. Director of High-Performance Research Computing

- ***Ed's Remarks:*** *We're actively working on the 2030 digital transformation steering plan, with the committee making significant progress since November. We value ongoing feedback throughout the process, particularly regarding dashboard reporting, data access for privacy, performance and merit systems, and other process-driven aspects. Although there's room for improvement, we've already seen increased productivity and satisfaction as individuals now have the necessary tools for their roles without unnecessary administrative overhead.*

Committee on Facilities – Andrew Christ

- o The committee met on September 21st. They discussed several capital projects, some of which are completed. All classrooms are consolidated on two floors in FMH. We consolidated two very small classrooms that didn't allow for any academic integrity whatsoever.
- o Created larger rooms, which allowed seats to be a little bit more spread out, to allow for academic integrity during the exam.
- o Renovating space in CKB for a new biology and biomedical engineering teaching lab.
- o Working in a chemistry teaching lab for Tiernan Hall.
- o The career development center on Fenster Hall (4th Floor)

- o Moved the School of Applied Engineering Technology to the second floor of Fenster Hall (renovating)

University Senate President's report

- Undergraduate profile
 - o Enrollment funnel for NJIT for 2023
 - o Trends in the numbers of applications, deposits, admitted students, and enrolled students.
 - o Enrollment funnels for each college
 - o Fall 2023 incoming class profile.
 - o Trends in total undergraduate student enrollment
 - o Retention and graduation rates and trends in graduation rate

The meeting ended at 1:20 PM.