

## Shared Governance Minutes University Senate Administrator's Council

<b>Meeting Date:</b>	April 16, 2018	<b>Time:</b>	1:30-2:30pm	<b>Location:</b>	Campus Ctr 235
<b>Meeting Leader:</b>	Robert Lazer	<b>Timekeeper:</b>	Christine Booth		
<b>Scribe:</b>	Christine Booth	<b>Gatekeeper:</b>			
<b>Judge</b>		<b>Recorder:</b>			
<b>Executive Committee:</b>	Bob Lazer, Blake Haggerty, Christine Booth, Mary Ameen, Denise Anderson, and Todd Miller				
<b>Meeting Purpose:</b>	Regularly scheduled monthly meeting of the Administrators Council (AC). The purposes are outlined in the below agenda items.				
<b>Preparation:</b>	Review agenda items discussed at meeting by AC members.				

Time	Agenda Items	Process/Responsible
1:36	Welcome and board member introduction	Bob
	Approval of February 6, 2018 meeting minutes	All
	Update on the Great Colleges to Work For Survey	Bob
	NJIT FY18 and FY19 Budget Status Report that was presented to the University Senate Committee on Finances on March 28th	Christine
	Bring Your Child to Work Day (2018 and 2019)	Bob
	Preparing for performance review time	Bob
	What's on your mind: open discussion	All
	Adjourn	

DECISIONS Reached	Decision Date
1. Welcome	
2. Approval of February 6, 2018 meeting minutes	
Motion: Denise Anderson; Second: Conrad Corpus	
Vote: All accepted, None opposed.	Minutes approved
3. Highlander e-Merchant Presentation was presented by Conrad Corpus & Jeff Hadley	
4. NJIT FY18 and FY19 Budget Status Report that was presented to the University Senate Committee on Finances on March 28 <sup>th</sup> was presented by Christine Booth	
5. Update on the Great Colleges to Work For Survey was presented by Bob Lazer	
6. Bring Your Child to Work Day scheduled for April 26, 2018 was discussed.	

