

**NEW JERSEY INSTITUTE OF TECHNOLOGY
BOARD OF TRUSTEES
MINUTES - PUBLIC SESSION (DRAFT)
February 7, 2008**

1. The meeting was called to order by Chairperson Wielkopolski, at 12:20 p.m. Other Trustees in attendance were Vice Chair Burns, and Board Members Bone, Beachem, Cistaro, DeCaprio, Vice Chair DePalma (telephonically), Garcia, Knapp, and Montalto. Also in attendance were President Altenkirch, Mr. Mauermeyer, Board Treasurer, and Ms. Holly Stern, Board Secretary.

In accordance with the New Jersey Open Public Meeting Act, the Chairperson read the following statement:

“Notice of this meeting was provided to the public as required by the New Jersey Meeting Act, in the schedule of meeting dates of the Board of Trustees of New Jersey Institute of Technology which was mailed to the Star Ledger, The Herald News and Vector on March 16, 2007. The Schedule was also mailed to the City Clerk of Newark on March 16, 2007, for filing with that office and posting in such public place as designated by said Clerk.”

2. BY A MOTION DULY MADE BY MS. GARCIA, SECONDED BY MR. BEACHEM AND UNANIMOUSLY PASSED, the minutes of the November 1, 2007 meeting were approved.
3. BY A MOTION DULY MADE BY MR. BEACHEM, SECONDED BY MR. CISTARO AND UNANIMOUSLY PASSED, the Board voted to approve the recommended Sabbatical Leave applications.
4. BY A MOTION DULY MADE BY DR. DeCAPRIO, SECONDED BY MR. BONE, AND UNANIMOUSLY PASSED, the Resolution to Authorize New BA Program in Interior Design was approved.
5. BY A MOTION DULY MADE BY MR. CISTARO, SECONDED BY DR. DeCAPRIO AND UNANIMOUSLY PASSED, the Resolution to Authorize New BS and MS Program in Computing and Business was approved.
6. BY A MOTION DULY MADE BY MS. GARCIA, SECONDED BY MR. BONE AND UNANIMOUSLY PASSED, the Resolution on Defense Logistics Agency Solicitation for Cooperative Agreement was approved.

7. BY A MOTION DULY MADE BY MR. BEACHEM, SECONDED BY MR. BONE AND UNANIMOUSLY PASSED, the Resolution to Authorize Exclusive License for Intellectual Property was approved.
8. Dr. Theodore Johnson introduced Ms. Jean Feeney, newly appointed Ethics Liaison Officer, to the Board. Ms. Feeney will be a full time employee reporting to the Vice President of Human Resources, replacing Interim ELO Christine Li, Esq.
9. CN Communications, through its representative, Anthony Cicetiello, gave a short presentation on the marketing and branding program now underway. Past steps included adoption of the theme “the edge of knowledge” and design standards. At this stage, we are going out to the public, and making a more detailed presence. Branding is part of the process; it is never done. Mr. Cicetiello indicated that NJIT should continue to define who we are and how we are seen.
10. President Altenkirch reported on the status of the purchase of Central High School. We have an agreement on all aspects between Newark Public Schools and NJIT; there are remaining issues with the School Development Authority and Newark Public Schools to finalize in the next few weeks.
11. President Altenkirch reported on the status of the Campus Gateway Plan. NJIT is to be designated as the redeveloper of the plan; there are continuing negotiations over the specifics of the footprint. The City of Newark is working on planning guidelines for the downtown area, including the Gateway area. The City anticipates completion this Spring.
12. Vice President Mauermeyer advised the Board on the university’s hazardous waste handling policies and procedures. He reported that there were issues raised by the EPA in their review, which have been resolved. The policies are intended to cover a broader array of hazardous material issues, specifically with respect to the responsibilities of the departments, and management. He will continue to update the Board with respect to these efforts. A recommendation was made to broaden the policy to include security management systems.
13. Vice President Mauermeyer further updated the Board with respect to the Operating Statement Year to Date and the Schedule of Short Term Investments. We are generally on target in all areas, but currently watching the enrollment figures as tuition receipts are below budget. We continue to watch the total commitments, including payroll. Regarding short term investments, we have \$37 million in short term cash. This does not include endowment monies, or fund held by the bond trustees.

14. Vice President Sebastian gave a presentation on the Intangible Assets Annual Review. He outlined intellectual property accomplishments. There has been steady growth in invention disclosures (77), and a steady increase in patentability of those disclosures. The year to date has yielded 26 license and option agreements. Our license income is \$410,000. In this area, universities look for one “big hit.” There is a heavy component of disclosures arising out of electrical engineering and computing science. The Board thanked Dr. Sebastian.
15. Vice President Bloom reported on Spring/Fall enrollment and enrollment projections. Our efforts include increased marketing, the development of new majors, and improved operations linked to these functions. The tactics with respect to increased undergraduate enrollment includes increased personal contacts, instant decision days, new majors, improved website, earlier interviewing and decision making, APT to succeed, affordability (including low interest Federal loans), coordination of best practices among the colleges, Honors College visits to magnet schools, and utilization of branding particularly to advertise Open House and radio advertising, increase in transfer students, focus on feeder schools, earlier processes and NJ Stars students. With respect to graduate enrollment, there is more work to do. The applicant pool is up. We are focusing on overseas recruitment, improved website, an e-mail campaign to recent alumni, recruiting honors students for joint programs, visits to other universities, and corporate liaison in CPE. We are confident with respect to transfer students.
16. President Altenkirch reported on the status of gifts and fundraising activity, and reviewed the chart evidencing our growth and progress. Board Member Bone noted that these were great results.
17. Vice President Dees reported on gifts and fundraising strategies. We are in the public phase with the Athletics Campaign, and will probably declare victory by June 30th. There are funds raised that are not included in the Board book as they were recently received. We are currently enabling individuals to donate by credit card. He advised the Board of several recent hires, including a new planned giving officer. In general, he expressed enthusiasm over cultivation efforts.
18. The Chairperson announced that the next scheduled closed session would be convened on Thursday, April 10, 2008, at 9:30 AM, at Eberhardt Hall Alumni Center Board Room, to discuss personnel, real estate and contract matters. The following resolution was read and approved by all Trustees present.

WHEREAS, there are matters that require consideration by the Board of Trustees that qualify under the Open Public Meetings Act for discussion at a Closed Session;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees shall have a Closed Session to discuss such matters as personnel, real estate and

contract matters on Thursday, April 10, 2008 at 9:30 AM, Eberhardt Hall Board Room.

The next Public Session of the Board will take place on Thursday, April 10, 2008 at 11:00 AM, Eberhardt Hall Board Room, following the Closed Session of the Board.

The meeting was adjourned at 1:15 p.m.