

**NEW JERSEY INSTITUTE OF TECHNOLOGY  
BOARD OF TRUSTEES  
MINUTES OF MEETING (DRAFT)  
June 2, 2011**

1. The meeting was called to order by Chairperson Wielkopolski, at 12:00 noon. Other Trustees in attendance were Board Members Beachem, Bone, Cistaro, Dahms, DeCaprio, DePalma, Knapp, O'Brien, Slimowicz, Sugla and Wolff. 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 Acting 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 November 19, 2008. The Schedule was also mailed to the City Clerk of Newark on November 19, 2008, for filing with that office and posting in such public place as designated by said Clerk.”

2. BY A MOTION DULY MADE BY MR. CISTARO, SECONDED BY MR. WOLFF AND UNANIMOUSLY PASSED, the minutes of the April 7, 2011 meeting of the Board of Trustees were approved, with Chairperson Wielkopolski and Board Member Dahms abstaining.
3. BY A MOTION DULY MADE BY DR. DeCAPRIO, SECONDED BY MR. WOLFF AND UNANIMOUSLY PASSED, the Board voted to APPROVE PROMOTION AND TENURE RECOMMENDATIONS FOR 2010-2011.
4. BY A MOTION DULY MADE BY MR. BEACHEM, SECONDED BY DR. DeCAPRIO AND UNANIMOUSLY PASSED, the Board voted to APPROVE RESOLUTION TO AUTHORIZE EXPENDITURE FOR ELECTRICITY AND NATURAL GAS FOR FY 2012.
5. BY A MOTION DULY MADE BY MR. BONE, SECONDED BY MR. BEACHEM AND UNANIMOUSLY PASSED, the Board voted to APPROVE RESOLUTION TO UPDATE BANK AND FINANCIAL INSTITUTIONS ACCOUNT AUTHORIZATIONS.
6. Provost Gatley introduced the resolution to update the Faculty Handbook Policies and Procedures Regarding Faculty and Instructional Staff. He explained that the

proposed changes be part of the new system. They will make the current changes workable as part of a new governance system going forward. As part of the Middle States evaluation and accreditation process, necessary changes were made by the Faculty and approved; both Dr. Gatley and President Altenkirch were very involved in the proposed changes. For example, currently there are difficult procedures with regard to Chair appointments, and there are too many Interim Chairs as a result. This part of the Faculty Handbook needed to be cleared up. The Board may be asked to delegate certain of its authority in the future as part of the restructuring. President Altenkirch explained that in the past, the administration was few in number, so everything came to the Board. Vice Chair DePalma stated that he was comfortable with the delegation of authority except in the area of tenure. Dr. Gatley explained that we have given the Deans a clearer role, and cleaned up an outdated document. This will help us with the Middle States accreditation process, and the hiring of Chairs. Chairperson Wielkopolski asked both Dr. Gatley and President Altenkirch to work quickly on development of the shared governance model.

7. BY A MOTION MADE BY MR. CISTARO, SECONDED BY MR. BONE, AND UNANIMOUSLY PASSED (Chairperson Wielkopolski abstaining), the Board voted to APPROVE RESOLUTION TO UPDATE FACULTY HANDBOOK POLICIES AND PROCEDURES REGARDING FACULTY AND INSTRUCTIONAL STAFF.
8. BY A MOTION DULY MADE BY DR. DeCAPRIO, SECONDED BY MR. SUGLA AND UNANIMOUSLY PASSED, THE BOARD APPROVED RESOLUTION TO ESTABLISH MS IN WEB SYSTEMS.
9. President Altenkirch reported on the status of the budget, tuition and fee schedule for FY 2012. He handed out materials replacing one page in the Board materials, noting that it showed comparisons of the proposed budget with respective tuition increases of 6% and 8%. Using 8% gives more elasticity in the ability to hire new faculty and staff. The capital budget figures were discussed. There is \$13.8 million in the Plant Fund. Of that \$6 million is allocated to maintenance, \$5 million to the renovations of the Central King Building, \$1.75 million for the relocation of Career Development Services to add space for architectural studios. The remaining amount will be moved to the budget to support debt service on a short term loan to buy lab equipment, which is important at this time because of accreditation issues. We are comfortable that we can balance the budget this year. These figures do not include salary increases.
10. Provost Gatley discussed the report on the status of the development of a shared governance model. After the last Board meeting, a steering committee was formed of 23 people, 11 of whom are faculty. Of the faculty there is a faculty representative for the Faculty Council; the PSA, and one representative for each college. Meetings are held every Thursday, and the committee is brainstorming various models. There are early indications that the faculty will want one that has

a Faculty Senate and a University Senate. Functionally, the model looks like what President Altenkirch had recommended. In a few weeks, the Committee will set up a website, and in the Fall there will be Town Hall meetings. In October, we will be prepared to discuss this at some length.

11. President Altenkirch reported on the status of the Gateway Project. The Gateway Redevelopment Project currently has two active projects. The Greek Village, which contains a residence hall and parking lot on the site, and five fraternity/sorority houses that are duplexes. Moving in parallel with this project is the parking deck at the St. Michael's site. It has five levels, two of which will be retail, and the roof will have either an athletic complex or a solar form of electricity. The joint venture document for this project is near completion. When that is done, we will negotiate a piece of equity in the parking deck. The next phase of the project includes our property at 240 King Blvd.
12. With regard to the Middle States Self-Study for 2012, a team Chair, the Provost of RPI has been selected. A Fall 2011 visit is scheduled.
13. Board Member Cistaro reported on Gifts and Fund Raising Activities. He referred to the revised updated report. We are still behind 17% since last year in total dollars, and decreased in the total number of donors. The trend nationally is downwards. We are looking at what is occurring, and what we are doing about it. The economy is a factor, and giving to education is down all over. With regard to the Honors and Athletics campaign, the payments and pledges are winding down. The large gifts we received in 2008 are not repeating. A computer problem last Fall impacted our phone solicitation efforts. We are changing our approach in software. What we are doing that is new includes a hire of an assistant Annual Fund Director; also, we are contacting all lapsed donors. We are also working with the Deans, and conducting a survey of alumni (using paid students). There are some encouraging signs from the past report.
14. Treasurer Mauermeyer reporting on the Operating Statement Year to Date, and the Schedule of Short Term Investments. With the ten months just ended, we are about 83% of the way through the fiscal year, and almost all the tuition and fees owing has been billed. Continuing Professional Education will still generate some more revenue. On the expense side, we are in line with the budget. On the Supplemental Schedule, the year to date expenditures are in line with the budget. There is a minor overcommitment in academic salaries. We have about \$45.5 million in working capital, and are in a good position. The State moved its payments to us from the beginning to the end of the month.
15. The Chairperson announced that the next scheduled closed session would be convened on Thursday, July 14, 2011 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, July 14, 2011 at 9:30 AM, Eberhardt Hall Board Room.

The next Public Session of the Board will take place on Thursday, July 14, 2011 at 11:00 AM, Eberhardt Hall Board Room, following the Closed Session of the Board.

The meeting was adjourned at 12:47 pm.