

**Institute Faculty Meeting
Wednesday April 29, 2020**

The meeting was called to order at 2:32PM

The minutes of the December 4, 2019 and February 19, 2020 Institute Faculty Meeting minutes were both approved. The December 4, 2019 minutes had 70 yes, 0 no, and 9 abstentions. The February 19, 2020 minutes had 67 yes, 0 no, and 12 abstentions.

Faculty Senate President Thomas presented her report, stating that:

- Working with the Deans to approve new programs, such as the new undergraduate program in materials engineering and the BS in Cyber Psychology
- Working with Standing Committees on undergraduate and graduate education. Advance any program or course changes.
- The Senate continues to support working groups for Middle States Accreditation
- Approved and announced undertaking evaluations of upper administration using the process currently outlined in the faculty handbook. Will work with VP of HR.
- Faculty Senate Executive Committee has met with the Board of Trustees Executive Committee to continue the work on the presidential search process. BOT assured that the pre-search process would be completed by end of 2020 and the active search would take place during the summer of 2021 through January 2022. Delayed request to meet with BOT until the summer.
- Faculty Senate also working on timely governance issues. Working with the Provost's office developing and endorsing several motions.
- Senate withdrew support for the extended add period for students.
- Faculty profile pages are live, and faculty have complete control over them.

The motion to change the constitutional makeup of the Faculty Senate Executive Committee was approved. The motion had 84 yes, 1 no, and 5 abstentions.

Next President Bloom gave his report. Prior to COVID-19, FY 2020 was to be the largest state funded budget in recent history. Now received a 50% reduction in monthly state appropriation, \$6 million freeze for four months, in total a \$16million budget deficit for FY 2020 budget. Required by statute to close with a balanced budget. Reviewed the current budget, stopped hiring, and upper administration was to hold back on spending. The \$16 million gap has been closed. At this point in time to close the 2020 budget there is nothing else to do, but continue to hold back on what we said we would hold back on. What is the expectation for tuition and fees for next year? The expectation is that we will not raise tuition and fees. There is a lot unknown about the fiscal condition. Comfortable in saying the Governor will not ask for money back from the FY 2020 budget. Out of the Cares 3 money, NJIT got approximately \$4million. Received another \$4million to distribute back to the students, based on enrollment and Pell grant recipients. FY20 budget is now closed. The FY2021 budget is still being worked on. Personnel will be restrictive on hiring, will fill faculty vacancies, but highly unlikely to fill staff positions. As of now, no anticipated reductions in the workforce. Priorities in developing the budget are personnel, student support, and IST strategic plans going forward and for 2025. The opening of the FY 2021 budget will have a doubled gap that will be a 6 months budget. Anticipating an enrollment that is flat or below the anticipated number, with a decline in international students. Expect other losses in commissions and interest incomes. The 2021 budget will be finalized at the end of May, with an extra BOT meeting at the end of May to review the 2021 budget. CRR will proceed as planned, already approved in the 2021 budget. Will continue conversations with state and federal representatives.

Then Provost Fadi Deek gave his report. NJIT will welcome new faculty in the fall. Online and digital learning is overall doing well with students and professors. Since going online, fewer students have withdrawn from classes in comparison to 2019. Students are registering for summer courses, numbers are now on par from last year. Fall registration is about 7% behind. Based on enrollment projection models, NJIT is about midway between ‘dire circumstances’ and ‘full recovery’. Hoping to get to a projection model where there is only some loss of enrollment. There is a recovery plan for NJIT. Goal is to welcome students in person in the Fall. The Pandemic Recovery Plan (PRP) suggests guidelines for the reopening of the university: doing it in phases, social distancing measures, cleaning and sanitizing, and modified dining services. Converged learning: some in classroom, some online, instructor will be in the classroom, a synchronous experience. Equip classrooms with necessary technology to adjust to this new environment. When we return to campus, research recovery will be first. Three phases: first phase is now with some remote research, phase 2 most research will restart with social distancing and safety protocols, and phase 3 will have all research start with minimal social distancing and safety protocols.

Dr. Deek then quickly addressed some other submitted questions: Yes, tenure clock is extended. Yes, evaluations will not be used from this semester in support of promotion and tenure and salary raises. There will be limited participation of faculty in the virtual graduation, but hopefully more participation in the fall graduation. Yes, what was approved in terms of process for distinguished professor selection will be in place for next year, will bring that to the Board. Yes, what we are going through will impact the Middle States Accreditation. NJIT 2025 will be rethought, but priorities will not change.

Next Vice President for Real Estate Development and Capital Operations Andrew Christ briefly spoke on the state of the campus. There are active construction projects happening on campus, for example replacing the roof on Weston Hall. Many projects will focus on health and safety. Overall campus looks good and things are operating well. Essential personnel are keeping the campus safe and running, and ready for the community return to campus.

Then Chief Financial Officer Ed Bishof spoke on the financial status of the university. Running Accounts Payable checks on campus for vendors. FEMA will reimburse 75% of eligible university expenses. FY21 budget is still in its infant stages.

Questions that were submitted previously and during the meeting were addressed by the panelists.

President Thomas: How might a reopening plan account for a range of vulnerabilities among the faculty, with respect to age and pre-existing conditions? **Joel Bloom:** Returning to campus under the conditions of COVID-19 will be on a quote “voluntary basis”. Will not go back to campus until there is a 100% assurance that there is not a chance of infection on campus. There is no mandate that people must show up. **Dale McLeod:** As we get closer to reopening, we’ll remind our entire community of the resources in HR to indicate those concerns and walk through those processes and adjust teaching needs due to underlying health issues. **President Thomas:** Question about tenure clock, wanted to clarify that untenured faculty currently on active service or modified duty are still eligible for the Covid-19 related clock extension? Are the Board of Trustees going to vote on the Promotion and Tenure issues as planned at the May 28th meeting? **Fadi Deek:** If you are untenured then your clock is pushed by 1 year. If you think you are ready and can do it then please opt out, there are no conditions. **Joel Bloom:** On the tenure issue, originally the May 28th meeting was getting convened to just vote on the budget. P&T will be on the May 28th agenda. **President Thomas:** With regard to student evaluations, they aren’t going to be used unless they opt in and choose to use them? **Fadi Deek:** With the discussions with the PSA, they are not being used for promotion, tenure, and salary increases, but can be used for other things. **President Thomas:** Typically cleaning has been limited to common areas, will the cleaning staff be cleaning offices or will the university be providing cleaning supplies to ensure our offices are safe? **Andrew Christ:** I don’t know if we will be expanding the area that we clean, but we will be working to do more of the high

touch cleaning of those surfaces. If there is a need related to an exposure, what we have been doing is going into office spaces and sanitizing those office spaces. As best we can, we can provide materials and supplies, but we are experiencing significant supply chain issues. Ordering in bulk now, to stock up.

President Thomas: Given the current financial difficulties, is the university considering any proposals or incentive for faculty severance or incentive for early retirement? **Joel Bloom:** It is on the table. **President**

Thomas: Does the reopening plan anticipate group meetings and permit informal gatherings? Will we permit students to gather? **Andrew Christ:** Plan to enforce social distancing. Working on plans to best

utilize the spaces on campus. Will discourage large gatherings. **President Thomas:** Ed, when you say the state appropriations have been frozen, do you mean they are delayed or does that mean they are canceled?

Ed Bishop: We may get those funds, but it is unlikely we will get those funds. **President Thomas:** For

Dale, what will be your priorities when all of this is over? **Dale McLeod:** Current and continuing priority is the care of the NJIT community. Going forward, going to align our priorities with the priorities outlined in the 2025 plan. **President Thomas:** Are there any thoughts of revising the 5 year plan? If so, will the

faculty be involved to discuss what is coming ahead? **Joel Bloom:** What is known is that the financial

impact is the most severe. We will have to rethink the 2025 plan. **Fadi Deek:** Our priorities will not

change, but our goals and objectives will. **Denis Blackmore:** What about testing? **Joel Bloom:** At

minimum we will have some form of testing before opening the university. Working with St. Michaels to be part of testing the population. **President Thomas:** Another question was posted, what large CRR

projects are planned when we get back to campus? **Andrew Christ:** Several projects will still occur, one is the repairs in the parking deck, Weston Hall roof and the facade of the building. Other than that there

are some smaller projects that will continue to be worked on. **President Thomas:** Are there any communications that our administrators are having with other universities to see how the situation is

affecting NJIT in comparison to others? **Joel Bloom:** On Monday mornings I am part of a 30 person executive group of public land grant universities. I have learned a lot from these universities and we share

information. We also have a weekly meeting with the other public senior institutions in New Jersey.

Might come across a campaign to encourage NJ students to attend NJ schools instead of going out of

state. **President Thomas:** Hiring of tenure track faculty was discussed, we are hiring 10, but not beyond

that. Do you want to add anything Fadi? **Fadi Deek:** Many universities have canceled their searches.

However in the fall, we will have 10 new faculty with appropriate start up packages. **President Thomas:**

Is there a chance for professors of practice who are on a limited contract to extend their contract and turn their position into a tenure track position? **Fadi Deek:** Start with chair and then the Dean.

Motion to adjourn by D. Blackmore. Seconded by E. Thomas.

The meeting ended at 4PM