**Planning, Development & Budget Committee**

**Report to the University Senate**

**December 5, 2019**

**Committee Members Present:**

Joyce Wright, Denise Serpico, Max Herman, Mingshan Zhang

Excused: Ira Thor, Laura Wadenpfuhl.

Guest: Jason Kroll, VP & Chief Operating Officer of Strategic Initiatives

The PD&B Committee met on December 5, 2019 with a quorum of voting members present, the committee reviewed and made recommendations for the following:

**New Business:**

1. Guest: Jason Kroll, VP & Chief Operating Officer of Strategic Initiatives was invited as per the recommendation of the SEC to discuss parking initiatives. At the present, there is no Parking Proposal for presentation to the committee. Mr. Kroll stated administration is reviewing mid-term and long term options, considering sustainability and feasibility. Discussion included the following items that are under consideration for parking/transportation:

* Parking survey, (600 participants) data is being analyzed by Institutional Effectiveness
* Declining and projected student enrollment
* Loss of parking space with further development
* Parking’s impact on current and new students attending NJCU
* Shuttle service to the Path/Journal Square (emphasized to be considered for the next 3-4 months with the Light Rail construction)
* Shuttle service in the evening
* Rental of parking space at Raymore and Flanagan adjacent to lots 6 & 7.
* Review of other parking and transportation models, in particular Montclair State

The Committee requested Mr. Kroll to attend the next Senate meeting, 12/16/2019. Joyce Wright will communicate this request to Chris Shamburg.

2. The Committee reviewed the following at the request of the SEC:

Policy Name: Event Services Facility Use Policy  
Policy ID Number: 06-06-001  
Version Effective Date: November 1, 2019  
Policy Applies To: University Wide  
Responsible Office: Event Services  
Approved By: Advancement

This policy has been accepted by Advancement, yet committee reviewed and did have brief recommendations.

A recommendation to create a link or instructions for the Margaret Williams Theater reservations are not included in this policy.

A question arose as to the principled considerations for charging for academic functions either University partnered or Alumni events at the University as noted from the policy:

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| --- | --- |
| Recognized Student Organization Events | Overtime personnel only |
| University Administrative or Department Events | Overtime personnel only |
| University Hosted/Sponsored | Overtime personnel only |
| University Partnered/Co-sponsored Events | Discounted (40%) Facilities Rental Fee + Personnel |
| Non-University Affiliated Events -  Non-Profit/Alumni Events | Discounted (10%) Facilities Rental Fee + Personnel + 20% Administrative Fee |

3. Review of James White, VP and CFO on the NJCU Financial Update Presentation.

The committee felt for transparency and communication, Mr. White should be invited to the Senate to present the financial projections for the University.

Very briefly, some of the topics of concern by this committee:

* 1. Salary and Compensation reductions: 10% Reduction – Adjunct Budget 10% Reduction - Overload Budget’ 25% Reduction – Contract Employees
  2. Operations: 25% Reduction – Travel Budget, 25% Reduction – Professional Development, 25% Reduction – On-Campus Food Service
  3. Divisional : An additional 12% budget reduction was requested of each Division and/or Dean

Respectfully Submitted,  Joyce Wright (Chair), Max Herman, Denise Serpico, Mingshan Zhang, Excused: Laura Wadenpfuhl (Provided feedback via email) Ira Thor