

Finance Town Hall – October 31, 2023

Answer to questions that were not answered live

Question	Response
Trends in Higher Education	
Do we have enrollment numbers for the different campuses for this academic year?	The best resource for institutional data is the Office of Institutional Research & Academic Planning. The final Fall 2023 enrollment numbers are not yet published in the Fact Book, however, current information is available by following this link .
You mentioned that we need to grow our number of learners. Will there be increased enrollment targets, or do you anticipate leveraging “non-traditional” learners?	Academic units will need to choose a path for growth that is tailored to their circumstances but, as a whole, the university will likely take a variety of approaches. Some academic units may pursue growth through adjustments to current enrollment targets while others may elect to recruit entirely new types of students—to existing programs or to programs that have been modified or newly-created to meet the needs of these new types of students.
If we are worried about student success and this financial aid problem has affected so many students AND I continue to hear that students need to be in charge of themselves, will we address this issue WITH the students directly?	There are multiple resources designed to support and collect feedback from students, including Scarlet Hub and campus-based resources like OneStop in Camden, Newark, and New Brunswick, campus offices of Financial Aid, and school and campus-based support teams. Student portals and other web-based resources such as FAQs are regularly updated to ensure students have access to the information and support they need.
University Policies	
Several policies were created around the time of the UMDNJ merger with Rutgers and most have not been updated since then (over 10 years ago). Even though we talk about “One Rutgers”, there is still a distinction between legacy Rutgers and legacy UMDNJ. Is there a plan to fully integrate the two so that we really operate as "One Rutgers"?	It is important to note that the University Ethics and Compliance (UEC) Policy Manager is not taking over ownership of any University policies other than the Policy on Policies , and that the policy owners continue to be ultimately responsible for updating, revising, and, where appropriate, integrating policies in their respective areas. The role of the Policy Manager is to coordinate and provide support for that process. The “legacy UMDNJ” policies in the Policy Library are owned by University Human Resources. To answer your question, yes, ultimately,

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	we'd like to see the policy owner harmonize Rutgers policies and Legacy UMDNJ policies. However, we are aware that the differences in the policies are, in part, due to differences in underlying collectively negotiated agreements and that it may not be possible to fully integrate the policies unless the agreements are also consistent.
Are there plans to align HR policies more cleanly across the university and phase out the non-union specific HR policies that are legacy UMDNJ?	Please see the answer to the previous question. As we begin to make the determination about which policies need to be reviewed and updated, we plan to work closely with the University Human Resources team to streamline policies to an extent that makes sense in light of existing collectively negotiated agreements.
Will the Policy Office actively develop new policies from within or will they always need to be introduced/proposed by a responsible office or other stakeholder? Are you looking for gaps in existing policies, for those that the university may be currently lacking altogether?	<p>The Policy Manager role has direct responsibility for 50.1.13: Policy on Policies. UEC as a whole also owns several other policies relating to ethics and compliance. Policies outside of these areas will be created, updated, or retired by an appropriate policy owner and/or responsible office and the Policy on Policies requires those individuals or offices to initiate and engage in the process of submitting a new policy proposal or policy change form. After we complete the implementation of the new processes outlined in 50.1.13, we plan to review all of the universitywide policies to determine which need to be updated or retired. We will then work with the relevant policy owner to help them make the suggested revisions to those policies.</p> <p>With regard to looking for gaps in existing policies, offices and departments around the university with expertise in their specific areas have the primary responsibility of identifying what new universitywide policies may need to be developed in those areas. The Policy Manager is available as a resource, however, and can receive information from stakeholders about perceived gaps that the Policy Manager can then relay to policy owners or potential policy owners in a relevant area.</p>

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<p>Is there a review process when employees aren't selected for promotions for which they are highly qualified? If so, what is that process?</p>	<p>Policy information related to promotions for non-aligned staff members can be found in 60.4.10, Salary and Salary Adjustments for Non-Aligned Employees.</p> <p>Other related policies include:</p> <ul style="list-style-type: none">• 60.9.57 Promotions/Reclassifications/Demotions/Salary Adjustments Guidelines• 60.9.15 Job Bidding and Promotion (legacy UMDNJ) <p>UEC does not own or administer these policies. If you have a question about procedures related to these policies, please reach out to University Human Resources.</p>
<p>In my experience, when a policy is being audited or updated, I have difficulties accessing the policy details. Is there a process to accessing the policy when under review? For instance, I cannot find an up-to-date policy for Meals and Entertainment.</p>	<p>All universitywide policies are available at the Policy Library. Policies that are being reviewed or updated will still be available on the Policy Library during the review period.</p> <p>You can find details about a policy at the bottom of each policy's webpage by clicking the information icon (an "i" within a circle).</p> <p>There is not a specific policy entitled Meals and Entertainment. However, for information about similar issues you may want to review the following policies:</p> <ul style="list-style-type: none">• 40.4.1 Travel and Business Expense Policy• 60.1.31 Gratuities, Guests, Gifts, and Use of University Resources <p>University Procurement Services also maintains FAQs on its website that you may find helpful.</p>

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FEEDBACK – It would be great if academic unit leaders (deans and associate deans specifically) could be included in review and work in tandem with UEC around local discussion where appropriate.	<p>The new process outlined in the Policy on Policies requires that a Policy Development Committee (PDC) be formed for the development or update of universitywide policies. The PDC will consist of standing and ad-hoc members. The ad-hoc membership may include deans and associate deans as needed. And of course, anyone with an interest in a particular policy can make their individual voice heard through the notice-and-comment process.</p> <p>Although the policy function within UEC does not include local policies, the Policy on Policies states that the Policy Manager can review local policies to ensure that they do not conflict with universitywide policies. Conversations about local policies may include deans/associate deans where appropriate. More information about how the UEC policy function interacts with local policies can be found in the Policy on Policies.</p>
University Treasury	
Who would we contact to set up credit card payment process for a remote dormitory (not on main campus)?	Please contact Tatiana Miller, Manager of E-commerce and Receivables at tm612@finance.rutgers.edu , and she can help you.
Is there a different way to describe “Millennial payments”? The way those types of payments were being described seem derogatory	My intent was not to be derogatory, but rather that we want to stay current with new payment methods to address the needs of our students who are primarily of a younger generation. I’m certainly open to suggestions.
How many folks work in the Payroll Department?	There are 21 employees in the Payroll Department.
Can you speak to payroll's involvement in the HR/Payroll system design review and ensuring the system is configured to sully support our many groups of employees, bargaining agreements, and State of NJ rules?	Payroll is working closing with HR and the project management team to ensure the system meets our needs.

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Fiscal Year 2024 Budget	
Are we expecting to see a decrease in fringe rate for non-federal funding/grants, which is very high right now, in coming years?	At this time, we are not expecting to see a decrease in the fringe rate for non-federal funding/grants. The University is advocating for additional help with the current fringe benefit rates.