

**New Jersey City University
Board of Trustees Meeting
February 23, 2015**

ATTENDING: Mr. Rafael Perez, Chair
Ms. Marilyn Bennett, *via teleconference*
Dr. Henry Coleman
Mr. James Jacobson
Mr. Owen Ryan, *via teleconference*
Mr. Joseph Scott
Dr. Edward Whittaker, *via teleconference*
Dr. Sue Henderson, *ex officio*

ABSENT: Ms. Cynthia Campbell
Dr. Steven Chang
Mr. Edward Fowlkes
Ms. Lakeasha Gordon
Mr. Laquan Law
Mr. Vij Pawar
Mr. Carlos Rendo

The meeting was called to order at 6:16 p.m. in the Gilligan Student Union Building, Room 129, by Mr. Perez. Ms. Bennett, Mr. Ryan and Dr. Whittaker participated via teleconference.

NOTICE OF MEETING

Mr. Perez noted that the time, date, location and agenda for this meeting was mailed to the Jersey Journal, The Star Ledger, Office of the New Jersey Secretary of State and the Office of the New Jersey Association of State Colleges and Universities on February 20, 2015. Notice of this meeting was also mailed to the Gothic Times, posted on the University's e-mail system and Website.

MINUTES

The Minutes of the December 8, 2014 and February 3, 2015 meetings were approved following a motion by Mr. Scott and second by Mr. Jacobson. (Yes-Mr. Perez, Ms. Bennett, Dr. Coleman, Mr. Ryan, Dr. Whittaker; No-None; Abstention-None).

CHAIR'S REPORT

Mr. Perez made a motion to approved the resolution to Confer and Honorary Degree at the Commencement Ceremony on May 12, 2015.

CONFERRAL OF DEGREES

WHEREAS: The Board of Trustees has the authority under [NJSA 18A:64-6(b).] to grant diplomas, certificates or degrees; and

WHEREAS: The faculty and administration of the University will review

the credentials of candidates for the baccalaureate or master's degrees to be awarded at the 2015 commencement exercises and will certify that the candidates have met the requirements for these degrees; be it therefore

RESOLVED: That the Board of Trustees of New Jersey City University on this 23rd day of February 2015, does hereby authorize President Henderson to confer baccalaureate degrees, master's degrees, doctoral degrees and the professional diploma at the May 12, 2015 commencement exercises; and be it further

RESOLVED: That authorization is hereby given to Dr. Henderson to award degrees *honoris causa* in keeping with past practice at commencement exercises on May 12, 2015.

Mr. Perez made a motion to approved the Proposed Schedule of Meetings for 2015-2016.

**BOARD OF TRUSTEES
MEETING DATES
2015 – 2016**

Monday, September 14, 2015
Monday, December 7, 2015
Monday, February 29, 2016
Monday, April 25, 2016
Monday, June 27, 2016

PRESIDENT'S REPORT

President Henderson gave remarks on recent accomplishments as well as several initiatives currently underway.

ACADEMIC AND STUDENT AFFAIRS

Dr. Whittaker gave the report for the Academic and Student Affairs Committee. The following resolution for the Adoption of Credit Hour Policy was moved by Dr. Whittaker and second by Mr. Scott. (Yes-Mr. Perez, Ms. Bennett, Dr. Coleman, Mr. Jacobson, Mr. Ryan, Mr. Scott; No-None; Abstention-None).

RESOLUTION

Adoption of Credit Hour Policy

WHEREAS: The US Department of Education requires that post-secondary institutions develop written policies regarding assignment of credit hours that conforms to the definition in the Federal Register; and

- WHEREAS:** The federal definition for a credit hour is consistent with the Carnegie Unit; New Jersey City University proposes adoption of a credit hour policy consistent with the Carnegie Unit; and
- WHEREAS:** The proposed policy is consistent with Federal and State regulations; and
- WHEREAS:** The proposal for the credit hour policy has met the reviews of: the University Senate, academic officers of the University, and the Senate-Administration Coordinating Committee (SACC); and
- WHEREAS:** The Academic and Student Affairs Committee of the Board of Trustees has reviewed the proposed policy and adds its endorsement to the proposal; be it therefore
- RESOLVED:** That the Board of Trustees of New Jersey City University on this 23rd day of February, 2015 hereby approves the Credit Hour Policy.

Dr. Whittaker made a motion for the proposal for the New Bachelor of Arts Program in Interdisciplinary Studies/Literacy Studies. The motion was second by Dr. Coleman. (Yes-Mr. Perez, Ms. Bennett, Mr. Jacobson, Mr. Ryan, Mr. Scott; No-None; Abstention-None).

**New Bachelor of Arts (B.A.) Program
in Interdisciplinary Studies/ Literacy Studies**

- WHEREAS:** New Jersey City University offers a program of study leading to the Bachelor of Arts (B.A.) degree; and
- WHEREAS:** The Department of Literacy Education has proposed a new major program: B.A. in Interdisciplinary Studies/ Literacy Studies; and
- WHEREAS:** The B.A. in Interdisciplinary Studies/ Literacy Studies will contribute to the overall mission of the University by providing an educational experience that fosters professional knowledge in literacy, an understanding of the urban environment, community agencies, experience and interaction, and expertise in the teaching of literacy; and
- WHEREAS:** The program goals of the proposed B.A. in Interdisciplinary Studies/ Literacy Studies are aligned with New Jersey City University's Student Learning Outcomes and are all related to providing students with a broad-based interdisciplinary perspective on the development of literacy; and
- WHEREAS:** The proposal for the new Interdisciplinary Studies/ Literacy Studies major has met all the reviews of: the Department of Literacy Education; the College of Education Curriculum Committee; the Senate Curriculum and Instruction Committee; the Senate Planning, Development and Budget

Committee; academic officers of the University and all notice requirements; and

WHEREAS: The Academic and Student Affairs Committee of the Board of Trustees has reviewed the Literacy Education Department proposal and adds its endorsement to the proposal; be it therefore

RESOLVED: That the Board of Trustees of New Jersey City University on this 23rd day of February 2015 hereby approves the proposal to offer a Bachelor of Arts in Interdisciplinary Studies/ Literacy Studies program.

Dr. Whittaker made a motion for the New Minor Program in Middle Eastern Studies. The motion was second by Mr. Jacobson. (Yes-Mr. Perez, Ms. Bennett, Dr. Coleman, Mr. Ryan, Mr. Scott; No-None; Abstention-None).

New Minor Program in Middle Eastern Studies

WHEREAS: The Department of Modern Languages in the William J. Maxwell College of Arts and Sciences at New Jersey City University has proposed a new interdisciplinary minor program in Middle Eastern Studies and the participating departments upon the launch of the Middle Eastern Studies Minor will be Art, English, History, Philosophy, and Political Science; and

WHEREAS: The Middle Eastern Studies Minor is aligned with the University's mission to internationalize its curriculum, the University-wide Student Learning Goals, and the College of Arts & Sciences' emphasis on the development of interdisciplinary skills; and

WHEREAS: The proposal for the new Urban Studies Minor program of study has met all the reviews of: the Department of Modern Languages; the College of Arts & Sciences Curriculum Committee; the Senate Curriculum and Instruction Committee; the Senate Planning, Development and Budget Committee; academic officers of the University and all notice requirements; and

WHEREAS: The Academic and Student Affairs Committee of the Board of Trustees has reviewed the Minor in Middle Eastern Studies proposal and adds its endorsement to the proposal; be it therefore

RESOLVED: That the Board of Trustees of New Jersey City University on this 23rd day of February 2015 hereby approves the proposal to offer the Middle Eastern Studies Minor Program.

Dr. Whittaker made a motion to approve the Waiver of Advertising for the College Board. The motion was second by Mr. Scott. (Yes-Mr. Perez, Ms. Bennett, Dr. Coleman, Mr. Jacobson, Mr. Ryan; No-None; Abstention-None).

RESOLUTION

WAIVER OF ADVERTISING

COLLEGE BOARD

WHEREAS: Pursuant to the New Jersey State Contracts Law (NJSA 18A: 64-56 et seq.) the University must advertise for bids on all contracts for goods and services which exceed \$32,100 except under circumstances specified in the statute where bids may be waived; and

WHEREAS: As permitted by the statute, the University seeks authorization of the Board of Trustees under the New Jersey State Contracts Law Statute 18A: 64-56 a.3 where any purchase, contract or agreement can be waived for materials or supplies which are not available from more than one potential bidder, including without limitations materials or supplies which are patented or copyrighted; and

WHEREAS: To enter into a contract which exceeds the bid threshold without bidding with College Board for membership and participation in the Student Search Service; and

WHEREAS: These services shall not exceed an annual amount of \$100,000; and

WHEREAS: Whenever and wherever possible, the University intends to test the appropriateness of dealing with any given contract vendor by seeking alternate bids for the goods and services with other vendors, if available; and

WHEREAS: The University is requesting a bid advertising waiver which will help ensure continuity, timeliness, and efficient operations; be it therefore

RESOLVED: That the Board of Trustees of New Jersey City University on this 23rd day of February 2015 does hereby authorize the University to enter into a contract with the College Board.

Mr. Perez noted that the Office of University Advancement included a report *A Vision of Impact, NJCU School of Business* in the board book for informational purposes only. No action was taken.

PERSONNEL AND EMPLOYEE RELATIONS

Ms. Bennett gave the report of the Personnel and Employee Relations Committee. She noted that the President had recommended the appointments of faculty and staff, candidates for reappointment and reclassifications as included in the board book. She moved for approval of the President's recommendation. Mr. Jacobson second. The Chair asked whether there was any

further discussion. There being none, the Chair called for a vote and the motion passed. (Yes-Mr. Perez, Dr. Coleman, Mr. Ryan, Mr. Scott, Dr. Whittaker; No-None; Abstention-None).

REAPPOINTMENTS

To the 3rd Year Effective September 1, 2015

1. Dr. Vaibhavee Agaskar, Assistant Professor, Educational Leadership
2. Dr. Barbara Blozen, Associate Professor, Nursing
3. Dr. Christopher Carnahan, Assistant Professor, Educational Technology
4. Dr. Reed Carroll, Associate Professor, Biology
5. Dr. Anna Cieslik, Assistant Professor, Geoscience (effective 2/1/15)
6. Dr. Natalia Coleman, Assistant Professor, Biology
7. Dr. Sonya Donaldson, Assistant Professor, English
8. Dr. John Donnellan, Assistant Professor, Business Administration – Management
9. Dr. Wayne Eby, Assistant Professor, Mathematic
10. Dr. Jenifer Hartman, Assistant Professor, Educational Leadership & Counseling
11. Mr. Aaron Ho, Assistant Professor, Criminal Justice
12. Dr. Bumjung Kim, Assistant Professor, Chemistry
13. Dr. Vanashri Nargund-Joshi, Assistant Professor, Elementary/Secondary Education
14. Ms. Janet Pihlbald, Assistant Professor, Art
15. Ms. Michelle Rosen, Assistant Professor, Literacy Education
16. Dr. Debananda Chakraborty, Assistant Professor, Mathematics
17. Dr. Allison Fitzgerald, Assistant Professor, Geoscience
18. Dr. Lee-Ann Halbert, Assistant Professor, Health Sciences
19. Dr. Hun Bok Jung, Assistant Professor, Geoscience
20. Dr. James Lattanzi, Assistant Professor, Literacy Education
21. Dr. Ning Liao, Assistant Professor, Political Science
22. Dr. Siyu Liu, Assistant Professor, Criminal Justice
23. Dr. Frederic Mynard, Associate Professor, Mathematics
24. Dr. Frank Nascimento, Assistant Professor, Psychology
25. Dr. Scott O'Connor, Assistant Professor, Philosophy
26. Dr. Leonid Rabinovich, Assistant Professor, Educational Technology
27. Dr. Kathleen Rennie, Associate Professor, Marketing
28. Dr. Jeanne Ruggiero, Assistant Professor, Nursing
29. Dr. Grace Wambu, Assistant Professor, Educational Leadership & Counseling
30. Dr. William Westerman, Assistant Professor, Sociology
31. Dr. Caroline Wilkinson, Assistant Professor, English

Part-time Eligible for Reappointment Consideration for the Period (September 1, 2015- June 30, 2016 Evaluation Not Required)

1. Dr. Gilles Bernard, Assistant Professor, Music, Dance, Theater
2. Mr. Nick Eferiades, Assistant Professor, Media Arts
3. Mr. Robert Foster, Assistant Professor, Media Arts
4. Mr. Robert Romeo, Assistant Professor, Music, Dance Theater

Professional Staff Eligible for Reappointment Evaluation
Effective July 1, 2015 – June 30, 2016

1. Ms. Lisa Aliche, Professional Services Specialist 4, Youth Corp
2. Mr. Robert Cole, Professional Services Specialist 4, Athletics
3. Ms. Cinthia Diaz, Professional Services Specialist 4, Vice President Student Affairs
4. Ms. Veronica Garcia, Professional Services Specialist 4, Admissions
5. Mr. Barry Goldman, Professional Services Specialist 3, Music, Dance Theater
6. Mr. Amjad Khan, Professional Services Specialist 4, Campus Life
7. Ms. Tricia Koufodontis, Program Assistant, Children's Learning Center
8. Ms. Lorena Laverde, Assistant Director 2, University Advisement Center
9. Mr. Thomas Lee II, Assistant Director 4, Athletics
10. Mr. Tashfeen Majid, Assistant Director 3, Academic Computing
11. Ms. Alison Maysilles, Assistant Director 3, University Advisement Center
12. Ms. Amy Mulligan, Professional Services Specialist 3, Athletics
13. Ms. Venida Rodman-Jenkins, Professional Services Specialist 1, Women's Center
14. Mr. Arron Rodriguez, Professional Services Specialist 4, Admissions
15. Ms. Maria Rolon, Professional Services Specialist 3, The Learning Communities
16. Mr. Jason Roque, Professional Services Specialist 2, Media Arts
17. Ms. Aparna Saini, Professional Services Specialist 3, University Advisement Center
18. Mr. Daniel Scarano, Professional Services Specialist 4, Admissions
19. Mr. Patrick Snyder, Professional Services Specialist 4, Athletics
20. Ms. Theresa Spataro, Professional Services Specialist 4, Dean of Professional Studies
21. Ms. Jaclyn Timko, Professional Services Specialist 4, Athletics
22. Mr. Peter Vincent, Professional Services Specialist 4, Athletics
23. Mr. Leonard Williams, Professional Services Specialist 4, Admissions

Professional Staff for Reappointment Consideratin for a Multiyear Contract Up to Three
Years in Length July 1, 2015 to June 30, 2018

1. Ms. Christal Harry, Professional Services Specialist 4, Admissions
2. Ms. Anna Scanniello, Professional Services Specialist 3, Fire Science
3. Ms. Denise Serpico, Professional Services Specialist 2, College of Professional Studies

Professional Staff for Reappointment Consideratin for a Multiyear Contract Up to Four
Years in Length July 1, 2015 to June 30, 2019

1. Ms. Leah Jackson, Professional Services Specialist 4, University Advisement Center
2. Mr. Jonathan Ng, Professional Services Specialist 4, Financial Aid

Professional Staff for Reappointment Consideratin for a Multiyear Contract Up to Five
Years in Length July 1, 2015 to June 30, 2020

1. Mr. Daniel Ward, Assistant Director 1, Online Learning
A. Harry Moore Faculty Annual Appointment to the 4th Year
Effective September 1, 2015

1. Ms. Kirsten Kotraba, Demonstration Specialist 3

APPOINTMENTS AND MANAGEMENT HIRES

FACULTY AND PROFESSIONAL STAFF APPOINTMENTS

1. Ms. Cecile Augusta, Demonstration Specialist 3, A. Harry Moore School
2. Dr. Debananda Chakraborty, Assistant Professor, Mathematics
3. Dr. Allison Fitzgerald, Assistant Professor, Biology
4. Dr. Jean Georgiou, Assistant Professor (Temporary Appointment), Counseling Program
5. Dr. Lee Ann Halbert, Assistant Professor, Nursing
6. Mr. Clinton Higgins, Professional Services Specialist 3, Media Arts Center
7. Dr. Hun Bok Jung, Assistant Professor, Geoscience
8. Dr. Khalid Lacheb, Assistant Professor (Temporary Appointment), Modern Languages
9. Dr. James Lattanzi, Jr., Assistant Professor, Literacy Education
10. Dr. Ning Liao, Assistant Professor, Political Science
11. Ms. Pauline Lloyd, Professional Services Specialist 2, Dean of Education
12. Dr. Siyu Liu, Assistant Professor, Criminal Justice
13. Dr. Frederic Mynard, Associate Professor, Mathematics
14. Dr. Frank Nascimento, Assistant Professor, Psychology
15. Dr. Scott O'Connor, Assistant Professor, Philosophy and Religion
16. Dr. Leonid Rabinovich, Assistant Professor, Educational Technology
17. Ms. Angela Ramos, Program Assistant, Health Science
18. Dr. Kathleen Rennie, Assistant Professor, Marketing
19. Dr. Jeanne Ruggiero, Assistant Professor, Nursing
20. Mr. Daniel Scarano, Professional Services Specialist 4, Admissions
21. Dr. Don Taylor, Assistant Professor (Temporary Appointment), Finance
22. Ms. Jaclyn Timko, Professional Services Specialist 4, Athletics
23. Dr. Grace Wambu, Assistant Professor, Counseling Program
24. Dr. William Westerman, Assistant Professor, Sociology and Anthropology
25. Dr. Caroline Wilkinson, Assistant Professor, English

MANAGEMENT HIRES

1. Mr. James Adams, Associate Vice President, Facilities & Construction Management
2. Mr. Daniel Elwell, Vice President, University Advancement
3. Dr. Daniel Julius, Senior Vice President and Provost, Academic Affairs
4. Mr. Jimmy Jung, Director 1/AVP, Student Affairs / Enrollment Management
5. Mr. Robert Sudman, Internal Auditor, Vice President of Administration and Finance
6. Ms. Karen Surgent, Controller, Controller's Office

RECLASSIFICATIONS - Effective: July 1, 2014

1. Dr. Susan Gerber, Institutional Effectiveness
From: Associate Director 3
To: Director 2
2. Dr. Bernard McSherry, School of Business
From: Assistant Professor
To: Dean (Acting)
3. Dr. Francis Moran, College of Arts and Science
From: Associate Dean
To: Dean (Acting)
4. Dr. Lourdes Sutton, College of Education
From: Assistant Dean
To: Associate Dean
5. Dr. Deborah Woo, Academic Affairs / Provost
From: Assistant Vice President Academic Affairs
To: Associate Provost

NEXT MEETING

The next Board meeting will be held on April 27, 2015. Mr. Perez made a motion for the board to move into executive session prior to the public session in order to discuss confidential personnel matters and contractual matters. The minutes of the executive session will become available to the public when there is no longer a need for confidentiality regarding these matters. The motion was seconded by Dr. Coleman. The motion passed. (Yes-Ms. Bennett, Mr. Jacobson, Mr. Ryan, Mr. Scott, Dr. Whittaker; No-None; Abstention-None).

ADJOURNMENT

Mr. Perez made a request for a motion to adjourn the meeting. The motion was moved by Mr. Scott and it was second by Mr. Jacobson. (Yes-Mr. Perez, Ms. Bennett, Dr. Coleman, Mr. Ryan, Dr. Whittaker; No-None; Abstention-None). There being no further business to come before the Board, Mr. Perez adjourned the meeting at 6:46 p.m.

Respectfully submitted,

Virginia Melendez
Secretary to the Board of Trustees