

**New Jersey City University
Board of Trustees
June 25, 2018**

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

ABSENT: Dr. Steven Chang
Mr. Edward Fowlkes
Ms. Rania Noubani, *student trustee*
Mr. Carlos Rendo

The meeting was called to order at 6:02 p.m. in the Gilligan Student Union Building, Room 129 by Mr. Perez.

NOTICE OF MEETING

Mr. Perez noted that the time, date, location and agenda for this meeting were mailed to the Jersey Journal, the Star-Ledger, Office of the Secretary of State, Senate Majority Office, Council of New Jersey State College Locals and the New Jersey Association of State Colleges and Universities on June 20, 2018. Notice of this meeting was also posted on the University's e-mail system and website.

MINUTES

Mr. Perez noted that a revision was needed for the April 23, 2018 meeting minutes. The approval of these minutes were postponed until the September 17, 2018 meeting. No action was taken.

CHAIR'S REPORT

Mr. Perez made a motion on behalf of the Executive Committee to approve the Resolution for Presidential Compensation. The motion was seconded by Mr. Jacobson. The motion passed. (Yes-Dr. Coleman, Mr. Pawar, Mr. Ryan, Mr. Scott, Dr. Whittaker; No-None; Abstention-None).

RESOLUTION

PRESIDENTIAL COMPENSATION

WHEREAS: The Board of Trustees of New Jersey City University (“Board”) has the responsibility for setting the compensation of the President, N.J.S.A. 18A:64-6 g.; and

WHEREAS: The Board has considered the recommendations of the Executive Committee concerning Presidential compensation; now be it

RESOLVED: That on this 25th day of June, 2018 the Board establishes the President’s compensation in accord with the recommendations of the Executive Committee.

PRESIDENT’S REPORT

President Henderson gave an oral report on recent updates at the university, which were included in the board book for informational purposes only. Enclosed was information on the *Summer Retreat on Student Success*, and a copy of the report from the American Association of State Colleges and Universities (AASCU) – *Making Partnerships Work: Principles, Guidelines and Advice for Public University Leaders*.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

Mr. Pawar gave the report for the Academic and Student Affairs Committee. He made a motion to approve the New Academic Degree Program Proposals for the Management Department at the School of Business. The motion was seconded by Dr. Coleman. The motion passed. (Yes-Mr. Perez, Mr. Jacobson, Mr. Ryan, Mr. Scott, Dr. Whittaker; No-None; Abstention-None).

Resolution

School of Business, Department of Management New Undergraduate Academic Degree Programs

Bachelor of Science in Entrepreneurship; Bachelor of Science in Hospitality Management; and Bachelor of Science in Sports Management

WHEREAS: The Department of Management in the School of Business at New Jersey City University has proposed undergraduate academic degree programs in Bachelor of Science in Entrepreneurship; Bachelor of Science in Hospitality Management; and Bachelor of Science in Sports Management; and

WHEREAS: The undergraduate programs will prepare students with the required skill sets and expertise to explore their creativity and innovation to promote economic growth in Jersey City and beyond; and

WHEREAS: The programs will offer interdisciplinary curriculum, which will enable students to learn how to effectively market, manage, and finance a new venture, preparing them to be productive, self-sustaining members of the

community while aiding the economic development of the region and nation; and

WHEREAS: The program proposals have met all the reviews: the Department of Management; the School of Business Curriculum Committee; the Senate Curriculum and Instruction Committee; the Senate Planning, Development and Budget Committee; and 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 program proposals and adds its endorsement; be it therefore

RESOLVED: That the Board of Trustees of New Jersey City University on this 25th day of June 2018 hereby approves the proposals to offer the Bachelor of Science in Entrepreneurship; Bachelor of Science in Hospitality Management; and Bachelor of Science in Sports Management programs.

Mr. Pawar made a motion to approve the Change in the Master of Business Administration Degree at the School of Business. The motion was seconded by Mr. Jacobson. The motion passed. (Yes-Mr. Perez, Dr. Coleman, Mr. Ryan, Mr. Scott, Dr. Whittaker; No-None; Abstention-None).

Resolution

Change in Master of Business Administration

WHEREAS: The School of Business at New Jersey City University has proposed program modification of the Master of Business Administration with specializations in Finance, Marketing, and Organizational Management and Leadership to increase its competitive position by reducing the number of required courses in the core while expanding guided electives; and

WHEREAS: The proposed modifications offer student-centered flexibility to a general Master of Business Administration with a more comprehensive and marketable degree program offerings; and

WHEREAS: The Master of Business Administration will offer a robust curriculum consisting of 36-48 credits, depending upon students' undergraduate and graduate course load or specialization; and

WHEREAS: Students may be required to fulfill the nine credits pre-qualification requirements, which embeds the Harvard Business Online Credential of Readiness to ensure successful graduation; and

WHEREAS: The proposed program modifications have met all the reviews: the School of Business Curriculum Committee; the Senate Graduate Studies Committee; the Senate Planning, Development and Budget Committee; and 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 proposal for program modification of Master of Business Administration and adds its endorsement; be it therefore

RESOLVED: That the Board of Trustees of New Jersey City University on this 25th day of June 2018 hereby approves the proposal for program modification of Master of Business Administration.

FINANCE AND AUDIT COMMITTEE

Mr. Jacobson gave the report for the Finance and Audit Committee. He made a motion to approve the resolution for the Bid Waivers of Advertisement. The motion was seconded by Dr. Coleman. The motion passed. (Yes-Mr. Perez, Mr. Pawar, Mr. Ryan, Mr. Scott, Dr. Whittaker; No-None; Abstention-None).

RESOLUTION

**BID ADVERTISING WAIVERS
2018/2019 FISCAL YEAR**

WHEREAS: Pursuant to the New Jersey State Contracts Law (NJSA 18A: 64-52 et seq.) the University must advertise for bids on all contracts for goods and services which exceed \$33,300 except under circumstances specified in the statute where bids may be waived, and

WHEREAS: As permitted by the statute, the University seeks authorization from the Board of Trustees to contract with vendors without bidding when there are no alternatives vendors and/or the State allows for waivers, and

WHEREAS: Whenever 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 for the attached list of such vendors and estimated expenditure amounts for Fiscal Year 2019 to facilitate the continued efficient operation of the University, be it therefore

RESOLVED: That the Board of Trustees of New Jersey City University on June 25, 2018 hereby approves the attached list of bid advertising waivers for Fiscal Year 2019.

Mr. Jacobson made a motion to approve the resolution for the FY 2019 Tuition and Fee Rates. The motion was seconded by Mr. Pawar. The motion passed. (Yes-Mr. Perez, Dr. Coleman, Mr. Ryan, Mr. Scott, Dr. Whittaker; No-None; Abstention-None).

RESOLUTION

TUITION AND FEE RATES – 2018/2019 ACADEMIC YEAR

WHEREAS: The State Colleges and Universities have been authorized to establish tuition and fee rates and set rates for room and board, and

WHEREAS: The tuition and fee increases are contingent on the final approved State budget, and

WHEREAS: The University administration has recommended merging the Facilities, General Service, Student Center, and Technology fees into the tuition amount beginning in the 2018/2019 academic year, and

WHEREAS: The University administration has recommended the retention of the Student Activity fee as a separate pass-through line item for the Student Government Organization, and

WHEREAS: The University administration has recommended zero percent increase in out-of-state graduate tuition for the 2018/2019 academic year, and

WHEREAS: The University administration has recommended a tuition increase of 2.5% for undergraduate, state-resident graduate, doctoral rates, and room and board rates for the 2018/2019 academic year, and

WHEREAS: The Finance, Audit and Planning Committee has reviewed the proposed tuition and fee rate structure and fiscal year 2019 budget and recommended adoption, be it therefore

RESOLVED: That the New Jersey City University Board of Trustees on June 25, 2018 hereby approves the tuition and fee rate structure, as attached to this resolution, for the 2018/2019 academic year.

Mr. Jacobson made a motion to approve the resolution for the FY 2019 Budget. The motion was seconded by Dr. Coleman. The motion passed. (Yes-Mr. Perez, Mr. Pawar, Mr. Ryan, Mr. Scott, Dr. Whittaker; No-None; Abstention-None).

RESOLUTION

FINAL FISCAL YEAR 2019 BUDGET

WHEREAS: State Colleges and Universities have been authorized to establish revenue, expense and capital budget projections for the 2018/2019 fiscal year; and

WHEREAS: The New Jersey City University Board of Trustees on June 25, 2018 approves the tuition rates, room and board rates, and rates for other fees for the 2018/2019 academic year; and

WHEREAS: The University projects that the Governor's final approved State budget will include University base appropriation of \$24,154,000; and

WHEREAS: The University prepared operating and capital budgets for fiscal year 2019 based on projected State appropriation and tuition and fee increases, which projects total operating revenues and expenses at \$142,239,935, and capital expenditures of \$12,459,832; and

WHEREAS: The Finance and Audit Committee has reviewed the final fiscal year 2018/2019 budget projections and recommends adoption, be it therefore

RESOLVED: That the New Jersey City University Board of Trustees on this 25th day of June, 2018 does hereby approve the fiscal year 2018/2019 Operating and Capital Budgets.

Mr. Jacobson noted that the KPMG FY 2018 Audit Plan and the FY 2018 Budget vs. Actuals were included in the board book for informational purposes only. No action was required by the board.

FACILITIES AND PLANNING COMMITTEE

Dr. Coleman gave the report for the Facilities and Planning Committee. He made a motion for the resolution approving and authorizing the relocation of the Nursing Lab Expansion. The motion was seconded by Mr. Jacobson. The motion passed. (Yes-Mr. Perez, Mr. Pawar, Mr. Ryan, Mr. Scott, Dr. Whittaker; No-None; Abstention-None).

RESOLUTION

APPROVING AND AUTHORIZING THE RELOCATION OF THE APPROVED NURSING LAB EXPANSION AND RENOVATION PROJECT ORIGINALLY APPROVED TO BE CONSTRUCTED AT THE BDI TO NOW BE CONSTRUCTED WITHIN THE 4TH, 5TH AND 6TH FLOORS OF ROSSEY HALL.

WHEREAS: The Board of Trustees (the "Board") of New Jersey City University (the "Institution") on December 14, 2015 approved the form of the Applications to be submitted to the Secretary of Higher Education (the "Secretary") as part of the Capital Improvement Fund Program (CIF) grant funding for the Nursing Lab Expansion and Renovation Project to be constructed at the BDI Building located at 275 West Side Avenue.

WHEREAS: On June 27, 2016, the Secretary, certified a list of approved project grants to the Legislature pursuant to the Capital Improvement Fund Program (CIF). The Secretary recommended the Institution be awarded a CIF grant to fund the Nursing Lab Expansion and Renovation Project.

WHEREAS: On January 9, 2017, the Institution sent a letter to the Secretary advising and requesting that the Approved Nursing Lab Expansion and Renovation Project be relocated from the BDI Building to Rossey Hall 4th, 5th, and 6th floors. The

original location would have required the Nursing Department to relocate from its current location within Rossey Hall. Upon re-evaluating available space within Rossey Hall, additional space has become available due to the move of the Environmental Earth Sciences Department into the newly expanded Science Building. Based on this, the Nursing Lab Expansion and Renovation can now be constructed within Rossey Hall, resulting in less disruption to the students, faculty and staff.

WHEREAS: The Board desires to approve the relocation of the Nursing Lab Expansion and Renovation Project from the BDI Building to Rossey Hall and agrees with the Institution's opinion that this change is a non-material change to the grant award since the project is moving from one University-owned building to another University-owned building.

RESOLVED: That the Board of Trustees on this 25th day of June 2018 does hereby approve the relocation of the Nursing Lab Expansion and Renovation Project from the BDI Building to the Rossey Hall Building.

Dr. Coleman made a motion to approve the resolution pertaining to the University Strategic Plan extension. The motion was seconded by Mr. Pawar. The motion passed. (Yes-Mr. Perez, Mr. Jacobson, Mr. Ryan, Mr. Scott, Dr. Whittaker; No-None; Abstention-None).

RESOLUTION

CONCERNING THE UNIVERSITY STRATEGIC PLAN

WHEREAS: The New Jersey City University Board of Trustees (the "Board of Trustees") has general supervision over and is vested with the conduct of the University and has the power to develop an institutional plan, N.J.S.A. 18A:3B-6, and to determine the educational curriculum and program of the University consistent with the programmatic mission of the institution, N.J.S.A. 18A:64-6; and

WHEREAS: The Board of Trustees has, in addition to these powers, the exercise of powers, rights and privileges that are incident to the proper government, conduct and management of the University, N.J.S.A. 18A:64-7; and

WHEREAS: The University is presently engaged in a Middle States Commission on Higher Education Self-Study ("MSCHE Self-Study") and strategic planning; and

WHEREAS: It is reasonable to take full account of the MSCHE Self-Study in the University's strategic planning process; be it

RESOLVED: That the Board of Trustees on this 25th day of June 2018 continues the strategic plan of the University, *Transforming Lives-2013-2018*, until the conclusion of the MSCHE Self-Study and the completion of the University's related strategic planning process; and be it further

RESOLVED: That progress reports concerning the MSCHE Self-Study and strategic plan process shall be provided to the Academic and Student Affairs Committee of the Board of Trustees or the Board of Trustees at least annually and as may be further determined by the President.

PERSONNEL, COMPENSATION, NOMINATIONS AND GOVERNANCE

Mr. Jacobson gave the report of the Personnel, Compensation, Nominations and Governance Committee. He made a motion to approve the faculty and staff personnel actions which included faculty and staff promotions, reclassifications, professor emeritus/emerita, sabbatical, and new hires, as recommended by the President and included in the board book. The motion was seconded by Dr. Coleman. The motion passed. (Yes-Mr. Perez, Mr. Pawar, Mr. Ryan, Mr. Scott, Dr. Whittaker; No-None; Abstention-None).

Promotions | Reclassifications

Faculty

1. James Lennon, Professor
Psychology
Former title: Professor | Psychology
Effective Date: 9/1/2018

Professional Staff

1. Danielle Beam, Assistant Athletic Director- PSS1
Athletics
Former Title: Assistant Athletic Director- PSS2 | Athletics
Effective Date: 5/14/2018
2. *Luceand Cuba, Professional Services Specialist III
Registrar
Former title: Professional Services Specialist IV| Registrar
Effective Date: 7/1/2018
3. *Joshua Iannuzzi, Professional Services Specialist II
Career Planning & Placement
Former title: Professional Services Specialist III| Career Planning & Placement
Effective Date: 7/1/2018
4. *Matthew Lahm, Professional Services Specialist II
University Advisement Center
Former title: Professional Services Specialist III| University Advisement Center
Effective Date: 7/1/2018
5. *Thomas Lee, Assistant Director 3
Athletics

Former title: Assistant Director 4| Athletics
Effective Date: 7/1/2018

6. *Matthew Sutton, Professional Services Specialist III
Opportunity Scholarship Programs
Former title: Professional Services Specialist IV| Opportunity Scholarship Programs
Effective Date: 7/1/2018
7. *Jazmin Zegarra, Professional Services Specialist III
Office of Specialized Programs
Former title: Professional Services Specialist IV| Office of Specialized Programs
Effective Date: 7/1/2018

*These individuals were also included in the April 23, 2018 board book and minutes and have already been approved.

Temporary to Permanent Appointments

1. Patrick Boyle, Assistant Professor
Fire Science
Former Title: Assistant Professor
Effective: 9/1/2018
2. Elizabeth Whitney, Director Website Content
UA-Marketing
Former Title: Website Content Manager
Effective: 5/29/2018

Professor Emeritus| Emerita 2017 -2018 Recommendations

The Faculty & Professional Staff Affairs Committee recommends Professor Emeritus/Emerita status to be bestowed upon the following individuals:

1. John Egan, Accounting
2. Theresa Michnowicz, Mathematics
3. Herbert Rosenberg, Art
4. Maredia Warren, Music, Dance and Theatre

Sabbatical Leaves

Correction: Sabbatical Leave (Fall 2019)

1. Dr. Edvige Giunta, English

New Hires

Faculty Regular Appointments

1. Anthony Esposito, Assistant Professor
Biology
Effective: 9/1/2018
2. Marybec Griffin-Tomas, Assistant Professor
Health Science
Effective: 9/1/2018
3. Donna Ho-Shing, Assistant Professor
Nursing
Effective: 9/1/2018
4. Kathleen Mahoney, Assistant Professor
Nursing
Effective: 9/1/2018
5. Carol Shansky, Assistant Professor
Music, Dance & Theatre
Effective: 9/1/2018
6. Alemtsehai Turasie, Assistant Professor
Mathematics
Effective: 9/1/2018

Faculty Temporary Appointments

1. Richard Mayell, Assistant Professor
School of Business- Finance
Effective: 9/1/2018

Managerial Regular Appointments

1. Mariana Diaz, Manager, Student Accounts
Controller's Office-Bursar
Effective: 5/21/2018
2. Richard Rodney, Director NJCU Fund
Development Office
Effective: 4/30/2018
3. William White, HR Business Partner- Learning & Development, Employee Relations
Human Resources
Effective: 6/11/2018

Professional Staff Regular Appointments

1. Patrick Devaney, Head Women's Basketball Coach (PSS3)
Athletics
Effective: 6/18/2018
2. Meahgan Jameyson, Admission Recruiter (PSS4)
Admissions
Effective: 5/29/2018
3. Ruth Ortiz, (PSS2)
Dean School of Business
Effective: 4/30/2018
4. Jennifer Pena, OSP Counselor (PSS4)
Opportunity Scholarship Program
Effective: 5/29/2018
5. Matthew Stevens, Enrollment Communications Specialist (PSS4)
VP of Student Affairs
Effective: 6/11/2018

Professional Staff Emergency | Temporary Appointments

1. Luis Cruz, Transfer Admissions Counselor (PSS4)
Admissions
Effective: 6/14/2018
2. Samantha Monge, Trio Learning Community Counselor (PSS3)
Dean of Students
Effective 7/9/2018
3. Maria Rolon, Interim Trio Learning Community Director (Asst. Director 1)
Dean of Students
Effective: 6/11/2018

Under nominations and governance matters, Mr. Jacobson made a motion to approve the resolution for the amendment of the board bylaws. The motion was seconded by Mr. Pawar. The motion passed. (Yes-Mr. Perez, Dr. Coleman, Mr. Ryan, Mr. Scott, Dr. Whittaker; No-None; Abstention-None).

RESOLUTION

AMENDMENT OF BYLAWS

WHEREAS: The Board of Trustees of New Jersey City University (“Board”) has the responsibility for its own management and administration and may from time to time amend its Bylaws pertaining to such matters; and

WHEREAS: The Board has considered the amendment of the Bylaws as recommended by the Personnel, Compensation, Nominations, and Governance Committee; now be it

RESOLVED: That on this 25th day of June, 2018 the Board amends its Bylaws in accord with the form as appended hereto. This amendment shall take effect on July 5, 2018.

Mr. Perez made a motion under nominations and governance matters to approve the resolution for Honorary Status of Trustee *Emeritus*. The motion was seconded by Mr. Jacobson. The motion passed. (Yes-Dr. Coleman, Mr. Pawar, Mr. Ryan, Mr. Scott, Dr. Whittaker; No-None; Abstention-None).

RESOLUTION

HONORARY STATUS

TRUSTEE *EMERITUS*

BOARD OF TRUSTEES OF NEW JERSEY CITY UNIVERSITY

WHEREAS: Marilyn W. Bennett has served as a member of the Board of Trustees of New Jersey City University (“Board”) from June 1999 to May 2018; and

WHEREAS: During her tenure on the Board Ms. Bennett has been a leader on the Board having undertaken the role of Chair of the Board’s Personnel, Compensation, Nominations, and Governance Committee and also having served as a member of the Board’s Executive Committee; and

WHEREAS: Ms. Bennett has demonstrated her interest in and support of the students of this University, the University’s mission, and the Jersey City community in which this University lives and serves by her active and reliable participation in Board activities and matters; and

WHEREAS: Ms. Bennett earned a Bachelor of Arts degree in English and Secondary Education from the University of Texas, a Master of Arts degree in Early Childhood Education and a Master of Arts degree in Guidance and Counseling from Jersey City State College and began her public service as a public school teacher; and

WHEREAS: Ms. Bennett evolved her public service into both volunteer work and professional work in the area of the delivery of social and health services eventually becoming Executive Director of the Horizon Health Center, a Federally Qualified Community Health Center, in Jersey City, which she headed for many years; and

WHEREAS: The Personnel, Compensation, Nominations, and Governance Committee of the Board has nominated Ms. Bennett to the honorary status of Trustee *Emeritus*; be it therefore

RESOLVED: In recognition of her nearly two decades of service to this institution as a member of the Board and to even more years of service in the public and community sphere, the Board of Trustees of New Jersey City University on this 25th day of June 2018, hereby confers the honorary status of Trustee *Emeritus* to Marilyn W. Bennett.

NEXT MEETING

The next Board meeting will be held on September 17, 2018. 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. (Yes-Mr. Jacobson, Mr. Pawar, Mr. Ryan, Mr. Scott, Dr. Whittaker; No-None; Abstention-None).

ADJOURNMENT

There being no further business to come before the Board, Mr. Perez requested a motion to adjourn the meeting. The motion was moved by Mr. Jacobson and seconded by Mr. Pawar. The motion passed. (Yes-Mr. Perez, Dr. Coleman, Mr. Ryan, Mr. Scott, Dr. Whittaker; No-None; Abstention-None). The meeting was adjourned at 6:31 p.m.

Respectfully submitted,

Virginia Meléndez
Secretary to the Board of Trustees