

**New Jersey City University
Board of Trustees Meeting
Via Zoom Webinar
June 29, 2020**

ATTENDING: Mr. Rafael Perez
Ms. Nermeen Girgis, *voting student trustee*
Mr. Thyquel Halley, *non-voting student trustee*
Mr. Vijayant Pawar
Mr. Joseph Scott
Ms. Irene Trowell-Harris (*voting via email due to technical difficulties*)
Mr. Luke Visconti
Dr. Edward Whittaker
Dr. Sue Henderson, *ex officio*

ABSENT: Dr. Steven Chang
Mr. Edward Fowlkes
Mr. James Jacobson

The meeting was called to order at 6:33 p.m. via zoom webinar by Mr. Rafael Perez.

NOTICE OF MEETING

The time, date, location and agenda for this meeting were emailed 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 25, 2020. Notice of this meeting was also posted on the University's e-mail system and website.

Before proceeding to the approval of the minutes of the board meeting on April 27, 2020, Mr. Perez asked the Board Secretary to note in the minutes of this meeting that the Board held a meeting on Tuesday, June 23, 2020 without providing regular notice because of lack of sufficient time in order to consider emergent matters. There was no public session, only a closed session. No action was taken by the board.

MINUTES

Mr. Perez requested a motion to approve the Minutes from the April 27, 2020 Board Meeting. The motion was moved by Mr. Scott and seconded by Mr. Visconti. (Yes-Mr. Perez, Ms. Girgis, Mr. Pawar, Ms. Trowell-Harris, Dr. Whittaker; No-None; Abstention-Thyquel Halley). The motion passed.

PRESIDENT'S REPORT

President Henderson gave a PowerPoint Presentation providing an update on university matters. No action was required by the board.

EXECUTIVE COMMITTEE

Mr. Perez made a motion on behalf of the Executive Committee to approve the action items which included Faculty and Staff Personnel Actions: Salary Adjustments and Professional Staff Emergency/Temporary Appointments as well as New Hires: Managerial Regular Appointments. The motion was seconded by Dr. Whittaker. (Yes-Ms. Girgis, Mr. Pawar, Mr. Scott, Ms. Trowell-Harris, Mr. Visconti; No-None; Abstention-Thyquel Halley). The motion passed.

Faculty and Staff Personnel Actions**Salary Adjustments**

1. Ivelisse Cruz, PSSIV
Childcare Center
Effective: 3/30/2020
2. James Konopack, Associate Dean & School of Business & Interim Director of Monmouth
Dean School of Business/ Provost Office
Effective: 5/9/2020
3. Robert Macauley, Director, Financial Aid
Financial Aid
Effective: 4/20/2020

Professional Staff Emergency | Temporary Appointments

1. Dominique Smith , Director/ Coordinator for the Achieving Success by Cultivating Excellence and Nurturing Ascend- Temporary (PSSIII)
VP of Academic Affairs
Effective: 5/4/2020

New Hires**Managerial Regular Appointments**

1. Randi Miller, Senior Director, Human Resources
Human Resources
Effective: 6/8/2020

FINANCE AND AUDIT COMMITTEE

Mr. Pawar made a motion to approve the items under the Finance and Audit Committee which included the FY2021 Operating Budget and the FY2021 Tuition and Fee Schedule.

For the Tuition and Fee Schedule, Mr. Pawar noted that the Board decided to approve a 3.5% increase instead of a 4% increase. He also noted that the President has increased the scholarship

allocation which will assist with this increase. The motion was seconded by Dr. Whittaker. (Yes-Mr. Perez, Ms. Girgis, Mr. Scott, Ms. Trowell-Harris, Mr. Visconti; No-None; Abstention-Thyquel Halley). The motion passed.

**BOARD RESOLUTION
TUITION AND FEE RATE
2020/2021 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 2020/2021 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 a tuition increase of 3.5% for undergraduate, graduate, doctoral rates, and room and board rates for the 2020/2021 academic year, and
- WHEREAS: The Executive Committee has reviewed the proposed tuition and fee rate structure and fiscal year 2021 budget and recommended adoption, be it therefore
- RESOLVED: That the New Jersey City University Board of Trustees on June 29, 2020 hereby approves the tuition and fee rate structure, as attached to this resolution, for the 2020/2021 academic year.

In addition, Mr. Pawar noted that the FY2021 Capital Budget was not ready for board approval and as a result was being postponed. The board will reconsider this item at a future meeting. No action was taken on the FY2021 Capital Budget.

Also, Mr. Pawar noted that the Updated NJCU Forecast/Financial Benchmark Data: FY22, FY23, FY24 were included in the board book for informational purposes only and that no action was required by the board.

UNIVERSITY BUSINESS, PLANNING, & INFRASTRUCTURE COMMITTEE

Mr. Scott made a motion on behalf of the University Business, Planning, and Infrastructure Committee to approve the Fiscal Year 2021 Waivers of Advertising. The motion was seconded by Mr. Visconti. (Yes-Mr. Perez, Ms. Girgis, Mr. Pawar, Ms. Trowell-Harris, Dr. Whittaker; No-None; Abstention-Thyquel Halley). The motion passed.

Fiscal Year 2021 Waivers of Advertising Schedule

See attached addendum

UNIVERSITY MISSION COMMITTEE

Dr. Whittaker made a motion on behalf of the Mission Committee to approve the items as noted in the board book, which included the following:

1. New Option/Specialization in an existing degree: **Master of Business Administration** with a specialization **in Supply Chain and Maritime Port Management**
2. New Option/Specialization in an existing degree: **Master of Business Administration** with specialization **in Health Care Management and Administration**
3. New Certificate: **Certificate in Personal Financial Education**

The motion was seconded by Mr. Visconti. (Yes-Mr. Perez, Ms. Girgis, Mr. Pawar, Mr. Scott, Ms. Trowell-Harris; No-None; Abstention-Thyquel Halley). The motion passed.

Master of Business Administration Specialization in Supply Chain and Maritime Port Management

WHEREAS: The Department of Management in the School of Business at New Jersey City University proposed a new Master of Business Administration (MBA) specialization in Supply Chain and Maritime Port Management; and

WHEREAS: The proposed specialization requires a total of 36 credits and prepares graduates to lead and manage organizations through mastery of broadly applicable core disciplines in supply chain and maritime port management. Graduates will gain critical skills tailored to the ethical solution of complex problems, integration of information technology, leading a diverse workforce, and competing in a global marketplace; and

WHEREAS: The proposal was reviewed and approved by the Department of Management; 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 University Mission Committee of the Board of Trustees reviewed the program proposal and adds its endorsement; be it therefore

RESOLVED: That the Board of Trustees of New Jersey City University on this 29th day of June 2020 hereby approves the proposal to offer the Master of Business Administration Specialization in Supply Chain and Maritime Port Management.

Master of Business Administration Specialization in Health Care Management

- WHEREAS:** The Department of Management in the School of Business at New Jersey City University proposed a new Master of Business Administration (MBA) specialization in Health Care Management; and
- WHEREAS:** The proposed specialization requires a total of 36 credits and prepares graduates to lead and manage organizations through mastery of broadly applicable core disciplines in Health Care management and leadership, finance, and marketing. Graduates will gain critical skills tailored to the ethical solution of complex problems, integration of information technology, and leading a diverse workforce; and
- WHEREAS:** The proposal was reviewed and approved by the Department of Management; 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 University Mission Committee of the Board of Trustees reviewed the program proposal and adds its endorsement; be it therefore
- RESOLVED:** That the Board of Trustees of New Jersey City University on this 29th day of June 2020 hereby approves the proposal to offer the Master of Business Administration Specialization in Health Care Management.

Graduate Certificate in Personal Financial Education

- WHEREAS:** The Department of Finance in the School of Business at New Jersey City University proposed a new graduate certificate in Personal Financial Education; and
- WHEREAS:** The proposed certificate requires a total of 12 credits and prepares middle and high school teachers to teach financial literacy. The Certificate will be delivered through the Institute for Financial Literacy and Economic Education at NJCU in collaboration with the College of Education; and
- WHEREAS:** The proposal was reviewed and approved by the Department of Finance and the Department of Literacy Education; the School of Business Curriculum Committee and the College of Education 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 University Mission Committee of the Board of Trustees reviewed the program proposal and adds its endorsement; be it therefore

RESOLVED: That the Board of Trustees of New Jersey City University on this 29th day of June 2020 hereby approves the proposal to offer the graduate certificate in Personal Financial Education.

REQUEST TO SPEAK

The following individuals requested to speak at the public session of the board and were called forward by Mr. Perez: Barbara Hildner, AFT President, regarding the A. Harry Moore School and campus reopening; Ricky Cruz, Student Government Organization President, regarding students and tuition; Safa Mostafa, Student, regarding tuition, Reverend Keion Jackson, Student, regarding tuition, and Nevin Perkins, Student, regarding tuition and allocation of funds pertaining to black issues on campus.

NEXT MEETING

The next Board meeting will be held on September 14, 2020. 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. Whittaker. (Yes-Ms. Girgis, Mr. Pawar, Mr. Scott, Ms. Trowell-Harris, Mr. Visconti; No-None; Abstention-Thyquel Halley). The motion passed.

ADJOURNMENT

There being no further business to come before the Board, Mr. Perez requested a motion to adjourn the meeting. The motion was seconded by Mr. Visconti. (Yes-Ms. Girgis, Mr. Pawar, Mr. Scott, Ms. Trowell-Harris, Dr. Whittaker; No-None; Abstention-Thyquel Halley). The motion passed. The meeting was adjourned at 7:36 p.m.

Respectfully submitted,

Virginia Meléndez, Ed.D.
Secretary to the Board of Trustees

New Jersey City University Annual Waiver Request Fiscal Year 2021

	NJ Statute	Vendor	Waiver Description	FY20 Request	FY20 Paid	FY21 Request	Department	Justification	Years Active
1	18A:64-56a.19	Bloomberg	Educational Terminals and Licenses School of Business	\$80,000	\$80,000	\$80,000	School of Business	Proprietary - Sole Source Bloomberg L.P. is a global financial network providing real-time and historical pricing	5
2	18A:64-56a.3	College Board	Student Search services including enrollment leads and enrollment planning services.	\$75,000	\$75,000	\$75,000	Marketing, Admission & Advisement	Proprietary - Sole Source Student Search Services for Recruitment. Increase in student recruitment usage.	6
3	18A:64-56a.6	EBSCO Subscription Service and Publishing	Library databases, scholarly journal subscriptions, e-boks and print books	\$225,000	\$225,000	\$225,000	Library	Copyrighted Library Materials. Current and archival issues of journals and multidisciplinary databases.	10+
4	18A:64-56a.6	SIRSI	Sirsi is the library's online system for the OSCAR online catalog circulation and other applications. We pay annual maintenance for the system	\$50,000	\$50,000	\$50,000	Library	SIRSI provides the library with its cataloging and circulation software system which allows us to catalog new books, videos, dissertations and other materials and lend these materials and maintain track of inventory.	10+
5	18A:64-56a.6	WALDO	Library database subscriptions.	\$50,000	\$50,000	\$50,000	Library	Online, web-based databases for many NJCU undergraduate majors and curricular support for graduate programs.	5
6	18A:64-56a.6	OCLC	Cataloging, metadata, interlibrary loan, discovery system	\$0	\$32,000	\$42,000	Library	The OCLC system is crucial to the functioning of the library's essential services. I will also provide a robust off campus management solution.	1
7	18A:64-56a.19	CBord, Inc.	Software maintenance fees, database management fees, entitlement credits, help desk fees and access hardware needs and replacements.	\$110,000	\$110,566	\$120,000	Business Services	Proprietary - Sole Source: Software licensing and maintenance for card access, campus card program. Mobile apps: GetFoods, MobileID and GetFunds.	10+
8	18A:64-56a.08	Jersey City Municipal Utilities Authority	Supply of water and sewage service. Board of Public Utilities jurisdiction regarding pricing.	\$600,000	\$580,000	\$600,000	Facilities & Construction Mgt	Board of Utilities Jurisdiction.	10+
9	18A:64-56a.08	PSE&G	Supply electricity and transmission of natural gas and electricity.	\$1,200,000	\$1,100,000	\$1,200,000	Facilities & Construction Mgt	Board of Utilities Jurisdiction.	10+
10	18A:64-56a.19	Oracle PeopleSoft, Inc.	Software Maintenance Fees for ERP system including: Human Resources and Student Administration Systems, Campus Portal, eProcurement, Financial Management System, and Taleo Talent Acquisition.	\$425,000	\$425,000	\$425,000	Information Technology	Information Technology- Proprietary - Sole Source - Enterprise information systems are critical to University administrative functions. These integrated systems manage the information between all business functions. Decrease due to contributor relations development license transitioned to Raiser's Edge.	10+
11	18A:64-56a.19	IBM	Campus-wide SPSS license for faculty and students, license for Institutional Effectiveness,	\$60,000	\$51,000	\$58,000	Information Technology	Information Technology -Proprietary - Sole Source Decrease from previous years due to Cognos services acquired at a reduced cost from state contract.	6
12	18A:64-56a.19	Touchnet	Software Maintenance fees for student and other online payment processing that includes payment gateway, web checks (ACH), marketplace, hosting services.	\$90,000	\$89,167	\$93,000	Information Technology	Information Technology- Proprietary - Sole Source - Online payment processing for students and campus commerce.	5