

**New Jersey City University
Board of Trustees Meeting
April 28, 2014**

ATTENDING: Mr. Rafael Perez, Chair
Ms. Marilyn Bennett, *via teleconference*
Dr. Steven Chang, *via teleconference*
Dr. Henry Coleman
Mr. Alvert Hernandez
Mr. Laquan Law
Mr. Owen Ryan
Dr. Edward Whittaker, *via teleconference*
Dr. Sue Henderson, *ex officio*

ABSENT: Mr. Vij Pawar
Mr. Carlos Rendo
Ms. Wanda Webster Stansbury

The meeting was called to order at 6:09 p.m. in the Gilligan Student Union Building, Multipurpose Room A, by Mr. Perez. Ms. Bennett, Dr. Chang 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 April 14, 2014. 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 February 24, 2014 meeting were approved following a motion by Mr. Ryan that was seconded by Ms. Bennett. (Yes-Mr. Perez, Dr. Chang, Dr. Coleman, Mr. Hernandez, Dr. Whittaker; No-None; Abstention-Mr. Law).

PRESIDENT'S REPORT

President Henderson gave a presentation and reported on Enrollment Overview.

CHAIR'S REPORT

Mr. Perez made a motion to approve the resolution for the Conferral of an Honorary Degree for the May 15, 2014 Commencement Exercises. The motion was seconded by Mr. Ryan. (Yes-Ms. Bennett, Dr. Chang, Dr. Coleman, Mr. Hernandez, Dr. Whittaker; No-None; Abstention-Mr. Law).

CONFERRAL OF HONORARY DEGREE

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

WHEREAS: A candidate has been recommended by the University Senate for a degree *honoris causa*; be it therefore

RESOLVED: That the Board of Trustees of New Jersey City University on this twenty-eighth day of April 2014, does hereby authorize President Henderson to award a degree *honoris causa*.

ACADEMIC AND STUDENT AFFAIRS

Dr. Coleman gave the report for the Academic and Student Affairs Committee. He made a motion to approve the resolution for the Proposal for New Academic Astronomy Minor Program and was second by Mr. Ryan. (Yes-Mr. Perez, Ms. Bennett, Dr. Chang, Mr. Hernandez, Dr. Whittaker; No-None; Abstention-Mr. Law).

New Minor Program in Astronomy

WHEREAS: New Jersey City University offers a program of study leading to the Bachelor of Science (B.S.) and the Bachelor of Arts (B.A.) in Applied Physics degrees; and

WHEREAS: The Department of Physics has proposed a new minor program in Astronomy; and

WHEREAS: The Astronomy Minor will provide students with an understanding of modern science with a focus on Astronomy and a comprehensive overview of the universe, as well as a more in-depth view of some of the aspects of astrophysics; and

WHEREAS: The proposal for the new Astronomy Minor program of study has met all the reviews of: the Department of Physics; 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 Physics 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 28th day of April 2014 hereby approves the proposal to offer the Astronomy Minor Program.

FINANCE, AUDIT AND PLANNING

Mr. Ryan gave the report for the Finance, Audit and Planning Committee. The following resolution for Awarding of Contract for External Audit Services was moved by Mr. Ryan. The

motion was seconded by Dr. Coleman. (Yes-Mr. Perez, Ms. Bennett, Dr. Chang, Mr. Hernandez, Dr. Whittaker; No-None; Abstention-Mr. Law).

**RESOLUTION
AWARDING OF CONTRACT FOR EXTERNAL AUDIT SERVICES**

WHEREAS: Fiscal year 2013 marked the final contract year for external audit services provided to the University under the previous bid for external audit services awarded in 2009; and

WHEREAS: Pursuant to State Contract Law (NJSA 18A: 64-52 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: The University issued a Request for Proposal (RFP) for external auditing and other professional services such as the Annual Audit of the University's Financial Statements and the U.S. and NJ Office of Management and Budget Circular A-133 and Circular 04-04 Audit of Federal and State Grants; and

WHEREAS: The Finance, Audit and Planning Committee recommends award of a contract for University external audit services to KPMG LLP which will commence beginning with the fiscal year 2014 audit and be for a period of three fiscal years, renewable at the option of the University for two additional one-year terms; be it therefore

RESOLVED: That the Board of Trustees of New Jersey City University on this 28th day of April 2014 does hereby approve the awarding of the contract for external audit services to KPMG LLP.

The following resolution for the Authorization of Advertising for Personnel Recruitment Consultant Services was moved by Mr. Ryan and seconded by Ms. Bennett. (Yes-Mr. Perez, Dr. Chang, Dr. Coleman, Mr. Hernandez, Dr. Whittaker; No-None; Abstention-Mr. Law).

**RESOLUTION
AUTHORIZATION FOR WAIVER OF ADVERTISING FOR PERSONNEL
RECRUITMENT CONSULTANT SERVICES**

WHEREAS: Pursuant to State Contract Law (NJSA 18A: 64-52 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 to retain a search firm, Witt-Kieffer, for the position of Vice President for Institutional Advancement and enter a contract which exceeds the bid

threshold without bidding for the provision of professional consulting services involving personnel recruitment and related search services; and

WHEREAS: The contract for these services shall be in total an amount not to exceed \$80,000; and

WHEREAS: The University is requesting a bid advertising waiver which will help ensure the continued efficient and effective operation of the University; be it therefore

RESOLVED: That the Board of Trustees of New Jersey City University on this 28th day of April 2014 does hereby authorize the University to retain Witt-Kieffer search firm without advertising for bids provided the contract amount for personnel recruitment and search services shall not exceed \$80,000.

Mr. Ryan noted that the *FY15 Tuition and Fee Schedule* and the *West Campus Remediation Update and Infrastructure Supplemental Loan* were listed on the agenda for informational purposes only. No action was taken.

PERSONNEL AND EMPLOYEE RELATIONS

Dr. Coleman gave the report of the Personnel and Employee Relations Committee. He noted that the President had recommended the appointment of administrative and professional staff and faculty, faculty and librarian promotions, a reclassification and sabbaticals as included in the board book. He moved for approval of the President's recommendation. Mr. Ryan seconded. 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, Ms. Bennett, Dr. Chang, Dr. Whittaker; No-None; Abstention-Mr. Hernandez and Mr. Law).

APPOINTMENTS

1. Dr. Leonid Rabinovich, Assistant Professor, Educational Technology
2. Ms. Lorianne Summers, Assistant Vice President, University Advancement
3. Mr. Douglas Bailey, Professional Services Specialist 4 (Temporary appointment), Youth Corps
4. Dr. Ning Liao, Assistant Professor, Political Science
5. Mr. Michael Lord, Program Assistant, Grants and Sponsored Program
6. Dr. Meriem Bendaoud, Assistant Professor (Temporary Appointment), Biology
7. Ms. Caroline Wilkinson, Assistant Professor, English
8. Dr. Frank Nascimento, Assistant Professor, Psychology
9. Dr. Barbara Blozen, Associate Professor, Nursing
10. Dr. William Westerman, Assistant Professor, Sociology & Anthropology
11. Dr. Scott O'Connor, Assistant Professor, Philosophy & Religion
12. Ms. Jacqueline Mattiello, Program Assistant, Half-time appointment, Nursing
13. Ms. Kaleema Lewis, Program Assistant (Temporary appointment), University Advisement Center
14. Dr. Lee-Ann Halbert, Assistant Professor, Health Sciences
15. Dr. Joy Howard, Assistant Professor, English
16. Ms. Siyu Liu, Assistant Professor, Criminal Justice

17. Dr. Hun Bok Jung, Assistant Professor, Geoscience
18. Dr. Allison Fitzgerald, Assistant Professor, Geoscience

FACULTY PROMOTION RECOMMENDATIONS

Effective September 1, 2014

To Professor

1. Dr. Nurdan Aydin, Associate Professor, Geoscience
2. Dr. David Blackmore, Associate Professor, English
3. Dr. Patrice Dow-Nelson, Associate Professor, Psychology
4. Mr. Martin Kruck, Associate Professor, Art
5. Dr. George Li, Associate Professor, Business Administration - Finance
6. Dr. Rosilyn Overton, Associate Professor, Business Administration - Finance

To Associate Professor

1. Dr. Regina Adesanya, Assistant Professor, Early Childhood Education
2. Dr. Cindy Arrigo, Assistant Professor, Biology
3. Dr. Michael Cole, Assistant Professor, Business Administration
4. Dr. Michael Rotenberg-Schwartz, Assistant Professor, English
5. Dr. Ann Wallace, Assistant Professor, English

LIBRARIAN PROMOTION RECOMMENDATION

Effective July 1, 2014

1. Mr. Juan Almodovar, Guarini Library

RECLASSIFICATION

Effective March 3, 2014

1. Ms. Lisa Norcia, Affirmative Action
From: Associate Director 1
To: Director 2

SABBATICAL LEAVES

FALL 2014 - Half-year at Full Salary

1. Dr. Cylde Coreil, Professor, ESL
2. Dr. Hilary Englert, Associate Professor, English Department

FALL 2014/ SPRING 2015 - Full year at Three-Quarters Salary

1. Mr. Mauro Altamura, Associate Professor, Art
2. Dr. Vera Dika, Assistant Professor, Media Arts

SPRING 2015 - Half-year at Full Salary

1. Dr. Michael Cole, Assistant Professor, School of Business – Marketing
2. Ms. Theresa Michnowicz, Professor, Mathematics

FALL 2014/ FALL 2015 - Full year at Three-Quarter Salary

1. Dr. Donna Farina, Professor, Multicultural Education

FALL 2015 / SPRING 2016 - Full year at Three-Quarter Salary

1. Dr. Cynthia McCollie-Lewis, Assistant Professor, English

NEXT MEETING

The next Board meeting will be held on June 2, 2014. 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 Mr. Ryan. The motion passed. (Yes-Ms. Bennett, Dr. Chang, Dr. Coleman, Mr. Hernandez, Dr. Whittaker; No-None; Abstention-Mr. Law).

ADJOURNMENT

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

Respectfully submitted,

Virginia Melendez
Secretary to the Board of Trustees