

**New Jersey City University
Board of Trustees Meeting
April 18, 2016**

ATTENDING: Mr. Rafael Perez, Chair
Ms. Marilyn Bennett, *via teleconference*
Dr. Steven Chang, *via teleconference*
Dr. Henry Coleman, *via teleconference*
Mr. Edward Fowlkes
Mr. James Jacobson
Mr. Collin Officer, *student trustee*
Mr. Vij Pawar
Mr. Joseph Scott
Dr. Edward Whittaker
Dr. Sue Henderson, *ex officio*

ABSENT: Ms. Cynthia Campbell
Mr. Carlos Rendo
Mr. Owen Ryan

The meeting was called to order at 6:01 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 was mailed to the Jersey Journal, The Star Ledger, Office of the Secretary of State, Senate Majority Office, Council of NJ State College Locals and the NJ Association of State Colleges and Universities on April 13, 2016. Notice of this meeting was also posted on the University's e-mail system and website.

MINUTES

The Minutes of the February 22, 2016 meeting was approved following a motion by Mr. Jacobson and seconded by Mr. Scott. (Yes-Mr. Perez, Ms. Bennett, Dr. Chang, Dr. Coleman, Mr. Fowlkes, Mr. Pawar, Dr. Whittaker; No-None; Abstention-Mr. Officer).

CHAIR'S REPORT

Mr. Perez made a motion to approve the resolution to Confer an Honorary Degree at the Commencement Ceremony on May 11, 2016. The motion was seconded by Mr. Jacobson. (Yes-Ms. Bennett, Dr. Chang, Dr. Coleman, Mr. Fowlkes, Mr. Scott, Mr. Pawar, Dr. Whittaker; No-None; Abstention-Mr. Officer).

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 eighteenth day of April 2016, does hereby authorize President Henderson to award a degree *honoris causa*.

PRESIDENT'S REPORT

President Henderson gave a PowerPoint presentation on recent accomplishments as well as several initiatives currently underway. Dr. Henderson also called forward Mr. Alvert Hernandez, Student Government President who reported on his experience with his fellow classmates on the Alternative Spring Break Program.

ACADEMIC AND STUDENT AFFAIRS

Dr. Henderson called forward Dr. Jimmy Jung, Interim Vice President for Enrollment Management who gave an update on Enrollment. Ms. Tamara Cunningham, Interim Assistant Vice President for Global Initiatives also provided an Internationalization Update and Dr. Karen Morgan, Interim Assistant Provost provided a Student Success Status Update.

Mr. Pawar gave the report for the Academic and Student Affairs division. He made a motion to approve the Proposal to Change the Name of the Geoscience/Geography Department to Department of Earth and Environmental Sciences. The motion was seconded by Mr. Scott. (Yes-Mr. Perez, Ms. Bennett, Dr. Chang, Dr. Coleman, Mr. Fowlkes, Mr. Jacobson, Dr. Whittaker; No-None; Abstention-Mr. Officer).

Proposal to Change the Name of the Department of Geoscience/Geography to the Department of Earth and Environmental Sciences

WHEREAS: The Department of Geoscience/Geography has been undergoing comprehensive transformation of its research, curricula, and educational programs and proposes to change its name to the Department of Earth and Environmental Sciences to more accurately reflect its focus and mission; and

WHEREAS: The proposed name change reflects the growth of areas of expertise in the department over the last ten years; and

WHEREAS: The proposal to change the name of the Department of Geoscience/Geography to the Department of Earth and Environmental Sciences has met all the reviews of : the Department of Geoscience/Geography; 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 Geoscience/Geography 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 18th day of April 2016 hereby approves the proposal to change the name of the Department of Geoscience/Geography to the Department of Earth and Environmental Sciences.

Mr. Pawar made a motion to approve the Revisions of General Education Tier and Transfer Policy. The motion was seconded by Mr. Jacobson. (Yes-Mr. Perez, Ms. Bennett, Dr. Chang, Dr. Coleman, Mr. Fowlkes, Mr. Scott, Dr. Whittaker; No-None; Abstention-Mr. Officer).

Revisions of General Education Tier and Transfer Policy

WHEREAS: New Jersey City University proposes a revision of the current General Education Tier and Transfer Policy to simplify and facilitate completion General Education requirements; and

WHEREAS: The proposal for the new General Education Tier and Transfer Policy has met all 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 Revisions of General Education Tier and Transfer Policy proposal and adds its endorsement to the proposal; be it therefore

RESOLVED: That the Board of Trustees of New Jersey City University on this 18th day of April 2016 hereby approves the revisions of General Education Tier and Transfer Policy as described in the attached documents.

Mr. Pawar made a motion to approve the Proposed New Program Option – B.A. in Mathematics with Concentration in Actuarial Science. The motion was seconded by Mr. Fowlkes. (Yes-Mr. Perez, Ms. Bennett, Dr. Chang, Dr. Coleman, Mr. Pawar, Mr. Scott, Dr. Whittaker; No-None; Abstention-Mr. Officer).

Bachelor of Arts (B.A.) in Mathematics with Concentration in Actuarial Science

WHEREAS: New Jersey City University offers a program of study leading to the Bachelor of Arts (B.A.) in Mathematics degree; and

WHEREAS: The Department of Mathematics has proposed a new program option or specialization: B.A. in Mathematics with a concentration in Actuarial Science; and

WHEREAS: The B.A. in Mathematics with a concentration in Actuarial Science will offer a major that prepares students for jobs in actuarial science as well as provide them with the educational background necessary to pursue an advanced degree in economics, mathematics, statistics, or business administration; and

WHEREAS: The curriculum of the proposed B.A. in Mathematics with a concentration in Actuarial Science contains courses from the Department of Mathematics, Department of Accounting, Department of Economics, and the Department of Finance offered at NJCU; and

WHEREAS: The proposal for the new concentration in the B.A. program of study has met all the reviews of: the Department of Mathematics; 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 Mathematics 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 18th day of April 2016 hereby approves the proposal to offer Bachelor of Arts in Mathematics with a concentration in Actuarial Science.

Mr. Pawar made a motion to approve the Proposal for New Academic Minor Program in Military Science. The motion was seconded by Mr. Jacobson. (Yes-Mr. Perez, Ms. Bennett, Dr. Chang, Dr. Coleman, Mr. Fowlkes, Mr. Scott, Dr. Whittaker; No-None; Abstention-Mr. Officer).

**New Minor Program:
United States Army
Reserve Officer Training Corps (ROTC)
Military Science Minor**

WHEREAS: The New Jersey City University Professional Security Studies (PSS) Department will host the Military Science Minor within the curricular domain of National Security Studies; and

WHEREAS: This minor program will fully meet the PSS elective requirements in addition to the ROTC course sequence being a minor program in its own right; and

WHEREAS: Students attending NJCU may cross-enroll, participate, and complete the ROTC program through Seton Hall University; and

WHEREAS: Through the ROTC program, course work and practical exercise will assist the development of the student's decision-making, team-building, and time management skills; and

WHEREAS: The proposal for the new Military Science Minor program of study has met all the reviews of: the Professional Security Studies Department; the College of Professional Studies 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 Professional Security Studies 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 18th day of April 2016 hereby approves the proposal to offer the Military Science Minor Program.

Mr. Pawar made a motion to approve the Proposals for New Academic Minor Programs in Marketing, Social Media Marketing, and Public Relations. The motion was seconded by Mr. Scott. (Yes-Mr. Perez, Ms. Bennett, Dr. Chang, Dr. Coleman, Mr. Fowlkes, Mr. Jacobson, Dr. Whittaker; No-None; Abstention-Mr. Officer).

New Minor Programs in Marketing, Social Media Marketing, and Public Relations

WHEREAS: New Jersey City University offers a program of study leading to the Bachelor of Science (B.S.) in Marketing degree; and

WHEREAS: The Marketing Department in the School of Business has proposed a three new academic minor programs in Marketing, Social Media Marketing, and Public Relations for Business and Non-Business majors; and

WHEREAS: The Marketing Minor will provide students with the knowledge, skills, and concepts necessary for effective performance in various areas of marketing such as advertising, marketing research, consumer behavior, retailing, sales, services, international marketing, and international commerce; and

WHEREAS: The Minor in Social Media Marketing provides students with a broad approach to the history, theory, technology, impact, and strategic uses of social media utilizing the most relevant and current attributes in technology, marketing, advertising, communication, public relations and journalism; and

WHEREAS: The Minor in Public Relations provides students with an understanding of public relations strategies and extensive practice with the traditional and nontraditional tools necessary to communicate in a digital world to best manage conversations about brands ; and

WHEREAS: The proposal for the new Marketing Minor programs of study have met all the reviews of: the Marketing Department; the School of Business

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 Marketing Department proposals and adds its endorsement to the proposals; be it therefore

RESOLVED: That the Board of Trustees of New Jersey City University on this 18th day of April 2016 hereby approves the proposal to offer the Marketing, Social Media Marketing, and Public Relations Minor Programs.

Mr. Pawar noted that the following item was included in the board book for informational purposes only, no action was taken: *Change in Admission Requirements for Early Childhood Education Program.*

FINANCE AND AUDIT

Mr. Jacobson gave the report for the Finance and Audit Committee. He made a motion to approve the FY2017 Tuition and Fees Schedule (see attached). The motion was seconded by Mr. Fowlkes. (Yes-Mr. Perez, Ms. Bennett, Dr. Chang, Dr. Coleman, Mr. Jacobson, Mr. Scott, Dr. Whittaker; No-None; Abstention-Mr. Officer). Mr. Jacobson noted that board will act on the tuition proposal at its meeting on June 27, 2016.

Mr. Jacobson noted that the following item was included in the board book for informational purposes only, no action was taken: *KPMG A-133 Annual Report.*

FACILITIES AND PLANNING

Mr. Fowlkes gave the report for the Facilities and Planning Committee. He noted that the following item was included in the board book for informational purposes only, no action was taken: *Capital Projects Update.*

PERSONNEL AND EMPLOYEE RELATIONS

Mr. Pawar gave the report of the Personnel and Employee Relations Committee. He made a motion to amend the agenda, Part D, to include Professional Staff Promotion Recommendations. The motion was seconded by Mr. Jacobson. (Yes-Mr. Perez, Ms. Bennett, Dr. Chang, Dr. Coleman, Mr. Fowlkes, Mr. Scott, Dr. Whittaker; No-None; Abstention-Mr. Officer).

Mr. Pawar made a motion to approve the personnel actions recommended by the President and as included in Part D of the agenda as amended. Mr. Scott seconded the motion. (Yes-Mr. Perez, Ms. Bennett, Dr. Chang, Dr. Coleman, Mr. Fowlkes, Mr. Jacobson, Dr. Whittaker; No-None; Abstention-Mr. Officer).

MANAGERIAL APPOINTMENTS

1. Michael D'Aquila, Interim Assistant Vice President (*Emergency Hire*)
Facilities & Construction Management
Effective: 03/28/2016

2. Matthew Stieglitz, J.D., Labor Relations Associate
Office of the Provost
Effective: 04/11/2016

FACULTY PROMOTION RECOMMENDATIONS

Effective: September 1, 2016

To Professor

1. Dr. James Broderick, Associate Professor, English
2. Dr. Min Kim, Associate Professor, Music, Dance, Theater
3. Dr. Michael Krantz, Associate Professor, Professional Security Studies
4. Dr. Frances Levin, Associate Professor, Literacy Education

To Associate Professor

1. Dr. Robert Aslanian, Assistant Professor, Chemistry
2. Dr. Wilbur Baker, Jr., Assistant Professor, Music, Dance, Theater
3. Dr. John Bragg, Assistant Professor, Elementary/Secondary Education
4. Dr. Natalia Coleman, Assistant Professor, Biology
5. Dr. Max Herman, Assistant Professor, Sociology & Anthropology
6. Dr. Cynthia McCollie-Lewis, Assistant Professor, English
7. Dr. Mary McGriff, Assistant Professor, Literacy Education
8. Dr. Wanda Rutledge, Assistant Professor, Business Management

PROFESSIONAL STAFF PROMOTION RECOMMENDATIONS

Effective: July 1, 2016

1. Ms. Angela Arriaza-Jarquín, Registrar
From: Professional Services Specialist 3
To: Professional Services Specialist 2
Initial Appointment: 06/14/1999
2. Mr. Dean Brianik, Career Planning and Placement
From: Assistant Director 1
To: Assistant Director 1 (same title, higher range)
Initial Appointment: 03/31/1986
3. Mr. Christopher Cofone, Career Planning and Placement
From: Assistant Director 2
To: Assistant Director 1
Initial Appointment: 08/01/2000
4. Mr. Victor Del Valle, Campus Life
From: Assistant Director 3
To: Assistant Director 2
Initial Appointment: 07/23/1994
5. Mr. Paul Gargiulo, Video and Multimedia Services
From: Professional Services Specialist 1
To: Professional Services Specialist 1 (same title, higher range)
Initial Appointment: 02/15/1985
6. Ms. Lorena Laverde, University Advisement Center
From: Assistant Director 2

- To: Assistant Director 1
Initial Appointment: 09/15/2007
7. Mr. Jonathan Ng, Financial Aid
From: Professional Services Specialist 3
To: Professional Services Specialist 2
Initial Appointment: 02/01/2008
8. Mr. Robert Quinones, Campus Life
From: Assistant Director 2
To: Assistant Director 1
Initial Appointment: 09/28/1998
9. Mr. John Smith, Opportunity Scholarship Program
From: Professional Services Specialist 4
To: Professional Services Specialist 3
Initial Appointment: 09/01/2000
10. Mr. Daniel Ward, Online Learning
From: Assistant Director 1
To: Assistant Director 1 (same title, higher range)
Initial Appointment: 07/26/2010
11. Mr. Leonard Williams, Dean's Office, School of Business
From: Professional Services Specialist 4
To: Professional Services Specialist 4 (same title, higher range)
Initial Appointment: 02/22/2011
12. Ms. Naomi Wright, University Advisement Center
From: Professional Services Specialist 1
To: Professional Services Specialist 1 (same title, higher range)
Initial Appointment: 09/08/1981

SABBATICAL LEAVES

FALL 2016 (Half-year at Full Salary)

1. Dr. Timothy White, Associate Professor, History

SPRING 2017 (Half-year at Full Salary)

1. Dr. Matthew Caulfield, Assistant Professor, Early Childhood Education
2. Dr. Liza Fiol-Matta, Professor, Women's Studies
3. Dr. Rosemary Fox Thurston, Associate Professor, History
4. Ms. Deborah Jack, Assistant Professor, Art
5. Dr. William Montgomery, Professor, Geoscience

FALL 2016 / SPRING 2017 (Full year at Three-Quarter Salary)

1. Ms. Laura Kortz, Librarian 2, Library Services
2. Dr. Zandile Nkabinde, Associate Professor, Special Education

Mr. Pawar noted that the following item was included in the board book for informational purposes only, no action was taken: *Compensation Study (Sibson Consulting)*.

NEXT MEETING

The next Board meeting will be held on June 27, 2016. 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. Jacobson. The motion passed. (Yes-Ms. Bennett, Dr. Chang, Dr. Coleman, Mr. Fowlkes, Mr. Pawar, Mr. Scott, Dr. Whittaker; No-None; Abstention-Mr. Officer).

ADJOURNMENT

Mr. Perez made a motion to adjourn the meeting. The motion was seconded by Mr. Pawar. (Yes- Ms. Bennett, Dr. Chang, Dr. Coleman, Mr. Fowlkes, Mr. Jacobson, Mr. Scott, Dr. Whittaker; No-None; Abstention-Mr. Officer). 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