

**New Jersey City University
Board of Trustees Meeting
February 22, 2016**

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

ABSENT: Ms. Cynthia Campbell
Dr. Steven Chang
Mr. Edward Fowlkes
Mr. Carlos Rendo
Mr. Owen Ryan

The meeting was called to order at 6:09 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 February 18, 2016. Notice of this meeting was also posted on the University's e-mail system and website.

MINUTES

The Minutes of the December 14, 2015 meeting was approved following a motion by Mr. Scott and second by Mr. Jacobson. (Yes-Mr. Perez, Ms. Bennett, Dr. Coleman, Mr. Pawar, Dr. Whittaker; No-None; Abstention-Mr. Officer).

CHAIR'S REPORT

Mr. Perez noted that on February 11, 2016, at the request of the University Counsel, he convened the Executive Committee of the Board in order to provide authorization to the President to execute a formal easement document on the West Campus so that the residence hall may be connected on a permanent basis to electric and gas connections. This was a requirement of the utility company in order to proceed with work and necessary to keep the project on schedule. Based upon the request and recommendation of the University Counsel the necessary authorization was provided to the President.

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 second by Mr. Scott. (Yes-Ms. Bennett, Dr. Coleman, Mr. Jacobson, Mr. Pawar, Dr. Whittaker; No-None; Abstention-Mr. Officer).

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 2016 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 22nd day of February 2016, does hereby authorize President Henderson to confer baccalaureate degrees, master's degrees, doctoral degrees and the professional diploma at the May 11, 2016 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 11, 2016.

Mr. Perez made a motion to approve the Proposed Schedule of Meetings for 2016-2017. The motion was second by Mr. Scott. (Yes-Ms. Bennett, Dr. Coleman, Mr. Jacobson, Mr. Pawar, Dr. Whittaker; No-None; Abstention-Mr. Officer).

BOARD OF TRUSTEES MEETING DATES 2016 – 2017

Monday, September 12, 2016
Monday, December 5, 2016
Monday, February 27, 2017
Monday, April 24, 2017
Monday, June 26, 2017

PRESIDENT'S REPORT

President Henderson gave a presentation on recent accomplishments as well as several initiatives currently underway. At the request of Dr. Henderson, a presentation was also given by Mr. Daniel Elwell, Vice President for University Advancement with an update from the division.

REQUEST TO SPEAK

Mr. Perez called forward Dr. Gail Gordon to speak on the *Criteria to Hire Adjunct Faculty*.

ACADEMIC AND STUDENT AFFAIRS

Mr. Perez gave the report for the Academic and Student Affairs division. The following items were included in the board book for informational purposes only, no action was taken: *Program Review, Criteria to Hire Adjunct Faculty, Student Success Status Report, Title IX Training Schedule and Spring Enrollment Update.*

FINANCE AND AUDIT

Mr. Jacobson gave the report for the Finance and Audit Committee. He made a motion to approve the Waiver of Advertising for Apple Equipment. The motion was second by Mr. Scott. (Yes-Mr. Perez, Ms. Bennett, Dr. Coleman, Mr. Pawar, Dr. Whittaker; No-None; Abstention-Mr. Officer).

**RESOLUTION
WAIVER OF ADVERTISING
APPLE EQUIPMENT PURCHASES**

WHEREAS: Pursuant to 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 \$33,000 except under circumstances specified in the statute where bids may be waived; and

WHEREAS: As permitted by the statute, NJSA 18:64-56 a.3, where the purchase of materials that are not available from more than one potential bidder, including materials and supplies which are patented and copyrighted, the University seeks authorization of the Board of Trustees

WHEREAS: To enter into a sole source agreement with Apple Inc. to purchase or lease Apple hardware and software under the Apple Direct Customer Agreement (ADCA) at discounted higher education rates without bidding which exceeds the bid threshold; 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 22nd day of February 2016, does hereby authorize the University to award a contract to Apple, Inc. without advertising for bids in an amount not to exceed \$200,000.

Mr. Jacobson made a motion to approve the Resolution for the Refunding/Refinancing of Revenue Bonds by the NJ Educational Facilities Authority. The motion was second by Mr. Scott. (Yes-Mr. Perez, Ms. Bennett, Dr. Coleman, Mr. Pawar, Dr. Whittaker; No-None; Abstention-Mr. Officer).

**RESOLUTION OF THE BOARD OF TRUSTEES OF NEW JERSEY CITY
UNIVERSITY APPROVING AND AUTHORIZING THE REFUNDING OF CERTAIN
OUTSTANDING BONDS THROUGH ISSUANCE OF REFUNDING BONDS BY THE
NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY**

- WHEREAS:** The New Jersey Educational Facilities Authority (the “Authority”) has heretofore issued its Revenue Refunding Bonds, New Jersey City University Issue, Series 2008 E (the “**Series 2008 E Bonds**”) on behalf of New Jersey City University (the “University”); and
- WHEREAS:** The Authority has heretofore issued its Revenue Bonds, New Jersey City University Issue, Series 2010 F (the “**Series 2010 F Bonds**”) on behalf of the University; and
- WHEREAS:** The Board of Trustees of the University (the “**Board**”) has determined that it is advisable to refund all or a part of the Series 2008 E Bonds and the Series 2010 F Bonds (the “**Bonds to be Refunded**”); and
- WHEREAS:** The Board has determined that it is advisable and beneficial for the University to finance the costs of refunding the Bonds to be Refunded (the “**Refunding Project**”) through issuance by the Authority of tax-exempt refunding bonds (the “**Refunding Bonds**”); and
- WHEREAS:** The Board desires to authorize certain officers to determine which, if any, of the Series 2008 E Bonds and/or the Series 2010 F Bonds shall be the Bonds to Be Refunded; and
- WHEREAS:** The Refunding Bonds will be issued in one or more series under one or more Indentures of Trust (the “Indenture”) to be entered into between the Authority and a trustee or trustees to be selected; and
- WHEREAS:** Pursuant to one or more Lease and Agreements (the “Agreement”), by and between the Authority and the University, the Authority will lease certain facilities to the University and the University will be obligated to make rental payments sufficient, *inter alia*, to pay debt service on the Refunding Bonds; and
- WHEREAS:** The Board wishes to authorize the conveyance of land and buildings to the Authority, if necessary; and
- WHEREAS:** The Board desires to authorize certain officers of the University to determine the structure of the financing which is most economically advantageous to the University including without limitation, to designate the Bonds to Be Refunded, and take all action necessary or beneficial to accomplish the financing of the Refunding Project including the financing of costs of issuing the Refunding Bonds (“Financing Costs”); and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF NEW JERSEY CITY UNIVERSITY AS FOLLOWS:

- SECTION 1.** The Board approves the Refunding Project and authorizes the financing of the Refunding Project through issuance by the Authority of the Refunding Bonds including payment of Financing Costs.
- SECTION 2.** The Board hereby authorizes the President and the Vice President for Administration and Finance (the "Designated Officers") to determine the structure of the financing which is most economically advantageous to the University including, without limitation, to designate the Bonds to be Refunded and take all action necessary or beneficial to accomplish the financing of the Refunding Project including all Financing Costs.
- SECTION 3.** The Board hereby authorizes the entry into the Agreement(s) between the Authority and the University to secure repayment of the Refunding Bonds by the University.
- SECTION 4.** The Agreement(s), in substantially the form as the prior agreements relating to the Bonds to be Refunded, with such changes, omissions, insertions and revisions as shall be approved by the Authority and the hereinafter Authorized Officers of the University are hereby approved. The Board Chairperson, the Board Secretary, the President and Vice President of Administration and Finance (each an "Authorized Officer") are each hereby authorized and directed to approve, execute and deliver the Agreement(s) and any and all other financing documents and instruments in the name of and on behalf of the Board, in as many counterparts as may be necessary, and to affix or impress the official seal of the University thereon and to attest the same. Such execution and attestation to be conclusive evidence of the approval of the form and content of such Agreement(s) and other documents and instruments necessary to undertake, implement and finance the Refunding Project and Financing Costs including through the financing thereof. The Authorized Officers are further authorized and directed to do and perform such other acts and to take such other actions as may be necessary or required, or which the Authority may deem to be appropriate to implement the purposes of this resolution to undertake, implement and finance the Refunding Project and Financing Costs and the payment and/or repayment thereof.
- SECTION 5.** The Board hereby authorizes the conveyance to the Authority of land and buildings which the Authority deems necessary in connection with the issuance of the Refunding Bonds.
- SECTION 6.** All resolutions, orders and other actions of the Board in conflict with the provisions of this resolution to the extent of such conflict are hereby superseded, repealed or revoked.
- SECTION 7.** This Resolution shall take effect immediately; and be it further

RESOLVED: That no further approvals by the Board are necessary to implement this Resolution.

Mr. Jacobson noted that the Committee included the following reports in the board book as informational only, no action was taken: *FY2017 Preliminary Budget Priorities, GASB 68 Update* and *KPMG Management Letter 2015 with Management Responses*.

FACILITIES AND PLANNING

Dr. Coleman gave the report for the Facilities and Planning Committee. The following items were included in the board book for informational purposes only, no action was taken: *Facilities Master Plan Update, New Residence Hall and Vodra Renovation Update, Riverkeeper Motion Update* and *Potential Union Picketing regarding the Science Building*.

PERSONNEL AND EMPLOYEE RELATIONS

Mr. Scott gave the report of the Personnel and Employee Relations committee. He made a motion to amend the agenda, part D, 1. to include salary adjustments. The motion was second by Mr. Jacobson. (Yes-Mr. Perez, Ms. Bennett, Dr. Coleman, Mr. Pawar, Dr. Whittaker; No-None; Abstention-Mr. Officer).

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

FACULTY AND PROFESSIONAL STAFF APPOINTMENTS

A. Harry Moore School Appointments:

1. Ms. Janki Patel, Demonstration Specialist 3 – *Emergency Hire*
A. Harry Moore School (Occupational Therapist)
Effective: 01/19/2016

Faculty Appointments:

1. Ms. Claudia Guiller, Assistant Professor – *Emergency Hire*
Biology
Effective: 02/01/2016
2. Dr. Louis Robinson, Assistant Professor – *Emergency Hire*
Chemistry
Effective: 02/01/2016

Professional Staff Appointments:

1. Mr. Kaixuan Bu, Program Assistant – *Emergency Hire*
Geoscience, Lab Manager (*Part-time*)
Effective: 01/25/2016
2. Mr. Glen Cook, Professional Services Specialist 4 – *Emergency Hire*
Admissions Recruiter
Effective: 11/30/2015

3. Ms. Veronica Grant, Professional Services Specialist 3 – *Emergency Hire*
Head Softball Coach, Athletics
Effective: 01/11/2016
4. Mr. Kerolos Rophail, Professional Services Specialist 4 – *Emergency Hire*
Admissions Recruiter (*Part-time*)
Effective: 12/17/2015
5. Ms. Samar Zahalan, Program Assistant – *Emergency Hire*
Grant's Office
Effective: 11/30/2015

MANAGERIAL APPOINTMENTS

1. Ms. Jennifer Nyeste, Associate Director 2 – *Emergency Hire*
Graduate Admissions & Branch Campus Coordination
Effective: 01/11/2016

SALARY ADJUSTMENTS

1. Daniel P. Elwell, Sr.
Vice President for University Advancement
Executive Director, NJCU Foundation, Inc.
Effective: January 1, 2016
2. Sue Gerber, Ph.D.
Executive Director, Office of Institutional Effectiveness
Effective: January 1, 2016

CANDIDATES FOR REAPPOINTMENT CONSIDERATION

Faculty to the 3rd Year Effective September 1, 2016

1. Dr. Debananda Chakraborty, Assistant Professor, Mathematics
2. Dr. Allison Fitzgerald, Assistant Professor, Geoscience
3. Dr. Mary Fortier, Associate Professor, Nursing
4. Dr. Lee-Ann Halbert, Assistant Professor, Health Sciences
5. Dr. Joy Howard, Assistant Professor, English
6. Dr. Hun Bok Jung, Assistant Professor, Geoscience
7. Dr. Ning Liao, Assistant Professor, Political Science
8. Dr. Siyu Liu, Assistant Professor, Criminal Justice
9. Dr. Frederic Mynard, Associate Professor, Mathematics
10. Dr. Frank Nascimento, Assistant Professor, Psychology
11. Dr. Scott O'Connor, Assistant Professor, Philosophy
12. Dr. Leonid Rabinovich, Assistant Professor, Educational Technology
13. Dr. Kathleen Rennie, Associate Professor, Marketing
14. Dr. Jeanne Ruggiero, Assistant Professor, Nursing
15. Dr. Grace Wambu, Assistant Professor, Counseling Program
16. Dr. William Westerman, Assistant Professor, Sociology
17. Dr. Caroline Wilkinson, Assistant Professor, English

Faculty to the 2nd Year Effective September 1, 2016

1. Mr. Anthony Avillo, Assistant Professor, Fire Science
2. Dr. Meriem Bendaoud, Assistant Professor, Microbiology
3. Dr. Andrew Bossie, Professor, Economics
4. Dr. Gunham Caglayan, Assistant Professor, Mathematics
5. Ms. Elizabeth Galetz, Assistant Professor, Nursing
6. Dr. Venessa Garcia, Associate Professor, Criminal Justice
7. Dr. Jean Georgiou, Assistant Professor, Counseling Program
8. Dr. J.D. Jayaram, Assistant Professor, Finance
9. Dr. Shanda Johnson, Assistant Professor, Nursing
10. Dr. Eunsu Lee, Assistant Professor, Management
11. Dr. Ke (Helen) Li, Assistant Professor, Marketing
12. Dr. Yung-Wei (Dennis) Lin, Assistant Professor, Counseling Program
13. Ms. Ashley Lyon, Assistant Professor, Art
14. Dr. Amy Meltzer Rady, Associate Professor, Fitness Exercise & Sports
15. Dr. Amit Mokashi, Assistant Professor, Management
16. Dr. Virginia Ochoa-Winemiller, Assistant Professor, Latin American Studies/Modern Languages
17. Dr. Zhimin Wang, Associate Professor, Finance
18. Dr. Yufeng Wei, Assistant Professor, Chemistry
19. Dr. Mingshan Zhang, Associate Professor, Accounting

Part-time Eligible Faculty for Reappointment Consideration for the Period September 1, 2016 to June 30, 2017 – Evaluation Not Required

1. Dr. Gilles Bernard, Assistant Professor, Music, Dance and 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 and Theater

Professional Staff for Reappointment Consideration for a Multiyear Contract up to Three Years in Length (Effective: July 1, 2016)

1. Mr. Barry Goldman, Professional Services Specialist 3, Music, Dance and Theater
2. Ms. Tricia Koufodontis, Program Assistant, Child Care Center
3. Mr. Tashfeen Majid, Assistant Director 3, Academic Computing
4. Ms. Alison Maysilles, Assistant Director 2, University Advisement Center
5. Mr. Arron Rodriguez, Professional Services Specialist 3, Admissions
6. Ms. Theresa Spataro, Professional Services Specialist 2, Dean of Professional Studies
7. Mr. Leonard Williams, Professional Services Specialist 4, School of Business
8. Ms. Jazmin Zegarra, Professional Services Specialist 4, Office of Specialized Services

Professional Staff Eligible for Annual Reappointment Consideration (Effective July 1, 2016)

1. *Ms. Gehan Abreu de Colon, Professional Services Specialist 4, Opportunity Scholarship Program
2. *Ms. Lisa Aliche, Professional Services Specialist 4, Youth Corp
3. Ms. Katherine Aquino, Professional Services Specialist 2, Dean of Education
4. Ms. Robyn Burton, Professional Services Specialist 3, Athletics
5. Ms. Isabel Casais, Professional Services Specialist 2, NJCU School of Business

6. Mr. Robert Cole, Professional Services Specialist 4, Athletics
7. Mr. Jeffrey Dessources, Assistant Director 3, Campus Life
8. Ms. Veronica Garcia, Professional Services Specialist 3, Admissions
9. *Ms. Cassandra Gaston, Program Assistant, Pre College Programs
10. Mr. Clinton Higgins, Professional Services Specialist 3, Media Arts
11. *Dr. Mince John, Professional Services Specialist 3, Mathematics
12. Mr. Amjad Khan, Professional Services Specialist 4, Campus Life
13. Ms. Lorena Laverde, Assistant Director 2, University Advisement Center
14. Mr. Thomas Lee II, Assistant Director 4, Athletics
15. Ms. Shakira Monroe, Professional Services Specialist 4, Admissions
16. *Ms. Farah Pelissier, Professional Services Specialist 4, Opportunity Scholarship Program
17. *Ms. Nadeen Reneau-Thakur, Professional Services Specialist 4, Youth Corp
18. Ms. Venida Rodman-Jenkins, Professional Services Specialist 1, Women's Center
19. *Ms. Maria Rolon, Professional Services Specialist 3, The Learning Communities
20. Mr. Jason Roque, Professional Services Specialist 2, Media Arts
21. Ms. Aparna Saini, Professional Services Specialist 3, University Advisement Center
22. Mr. Scott Siegel, Professional Services Specialist 3, Campus Life
23. Mr. Patrick Snyder, Professional Services Specialist 4, Athletics
24. *Mr. Matthew Sutton, Professional Services Specialist 4, Opportunity Scholarship Program
25. Ms. Jaclyn Timko, Professional Services Specialist 4, Athletics
26. Mr. Peter Vincent, Professional Services Specialist 4, Athletics
27. *Mr. John Zuzo, Professional Services Specialist 4, Youth Corp

*grant-funded position

NEXT MEETING

The next Board meeting will be held on April 18, 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. Coleman, Mr. Pawar, Mr. Scott, Dr. Whittaker; No-None; Abstention-Mr. Officer).

ADJOURNMENT

Mr. Perez made a motion to adjourn the meeting. The motion was second by Mr. Scott. (Yes-Ms. Bennett, Dr. Coleman, Mr. Jacobson, Mr. Pawar, Dr. Whittaker; No-None; Abstention-Mr. Officer). There being no further business to come before the Board, Mr. Perez adjourned the meeting at 6:55 p.m.

Respectfully submitted,

Virginia Melendez
Secretary to the Board of Trustees