

**New Jersey City University
Board of Trustees
June 26, 2017**

ATTENDING: Ms. Marilyn Bennett
Ms. Cynthia Campbell, *via teleconference*
Dr. Henry Coleman, *via teleconference*
Mr. Edward Fowlkes, *via teleconference*
Ms. Cynthia Mohabeer, *student trustee*
Mr. Collin Officer, *student trustee*
Mr. Vij Pawar
Mr. Owen Ryan
Mr. Joseph Scott, *via teleconference*
Dr. Edward Whittaker
Dr. Sue Henderson, *ex officio*

ABSENT: Dr. Steven Chang
Mr. James Jacobson
Mr. Rafael Perez
Mr. Carlos Rendo

The meeting was called to order at 6:09 p.m. in the Gilligan Student Union Building room 129 by Mr. Ryan.

NOTICE OF MEETING

Mr. Ryan 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 June 21, 2017. Notice of this meeting was also posted on the University's e-mail system and website.

MINUTES

Mr. Ryan requested a motion to approve the Minutes of the April 24, 2017 meeting. The motion was approved following a motion by Dr. Whittaker and seconded by Ms. Bennett. (Yes-, Ms. Campbell, Dr. Coleman, Mr. Fowlkes, Mr. Officer, Mr. Pawar, Mr. Ryan, Mr. Scott; No-None; Abstention-Ms. Mohabeer).

CHAIR'S REPORT

Mr. Ryan reported on behalf of the Board and thanked Mr. Collin Officer for his service on the Board as a Student Trustee from December 2015 to June 2017.

PRESIDENT'S REPORT

President Henderson called forward Ms. Jodi Bailey, Executive Director of Housing and Residence Life to give a PowerPoint presentation on Housing and Residence Life at NJCU.

ACADEMIC AND STUDENT AFFAIRS

Mr. Pawar gave the report for the Academic and Student Affairs Committee. He requested a motion to approve the New Option/Specialization in an existing degree: Master of Finance with a Concentration in Financial Risk Management and Compliance (Department of Finance). The motion was made by Dr. Whittaker and seconded by Ms. Bennett. (Yes-Ms. Campbell, Dr. Coleman, Mr. Fowlkes, Mr. Officer, Mr. Pawar, Mr. Ryan, Mr. Scott; No-None; Abstention-Ms. Mohabeer).

**New Program Option/Specialization
Master of Science with Concentration in
Financial Risk Management and Compliance**

- WHEREAS:** New Jersey City University offers the Master of Science (M.S.) in Finance degree with the following specializations: Financial Management; Financial Analytics and Financial Planning; and
- WHEREAS:** The Department of Finance has proposed a new program specialization: Master of Science in Finance with concentration in Financial Risk and Compliance; and
- WHEREAS:** The M.S. in Finance with concentration in Risk Management and Compliance prepares students for careers in the financial risk management industry and also prepare students to take the professional certification exams offered by the Global Association of Risk Professionals, and the Professional Risk Manger's International Associations; and
- WHEREAS:** The new M.S. program in Finance Department offers progression option for undergraduate students in many field such as statistics, economics, management, finance and accounting; and
- WHEREAS:** The proposal for the new concentration in the M.S. program in Finance has met all the reviews of: the Department of Finance, Senate Curriculum and Instruction Committee; the Senate Planning, Development and Budget Committee; Senate Graduate Studies Committee; academic officers of the University and all notice requirements; and
- RESOLUTION:** The Academic and Student Affairs Committee of the Board of Trustees has reviewed the Finance Department proposal and adds its endorsement to the proposal; be it therefore
- That the Board of Trustees of New Jersey City University on this 26th day of June 2017 hereby approves the proposal to offer Master of

Science in Finance with a concentration in Risk Management and Compliance.

Mr. Pawar requested a motion to approve the Graduate Certificate in Risk Management (Department of Finance). The motion was made by Dr. Whittaker and seconded by Ms. Bennett. (Yes-Ms. Campbell, Dr. Coleman, Mr. Fowlkes, Mr. Officer, Mr. Pawar, Mr. Ryan, Mr. Scott; No-None; Abstention-Ms. Mohabeer).

Graduate Certificate in Risk Management

WHEREAS: The Department of Finance in the School of Business at New Jersey City University has proposed a new graduate certificate program for Risk Management; and

WHEREAS: The NJCU Principal Certificate Program is designed for students and working adults who want to acquire additional professional skills in risk management; and

WHEREAS: The proposal for the new Risk Management certificate has met all the reviews of: the Department of Finance; the School of Business Curriculum Committee; the Senate Graduate Studies Committee; the Senate Planning, Development and Budget Committee; Senate Graduate Studies 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 and adds its endorsement; be it therefore

RESOLVED: That the Board of Trustees of New Jersey City University on this 26th day of June 2017 hereby approves the proposal to offer the NJCU Graduate Certificate in Risk Management.

FINANCE AND AUDIT

Dr. Whittaker gave the report for the Finance and Audit Committee. He made a motion to approve the Resolution for Authorization concerning Lease of Facilities for NJCU Programs at Wall Township. The motion was seconded by Mr. Pawar. (Yes-Ms. Bennett, Ms. Campbell, Dr. Coleman, Mr. Fowlkes, Mr. Officer, Mr. Ryan, Mr. Scott; No-None; Abstention-Ms. Mohabeer).

RESOLUTION

**AUTHORIZATION CONCERNING LEASE OF FACILITIES
FOR NJCU PROGRAMS AT WALL TOWNSHIP**

WHEREAS: The State colleges and universities are empowered to own or lease property, real, personal, or mixed, or any interest, therein, which is necessary or desirable for institutional purposes, N.J.S.A. 18A:64-6; and

WHEREAS: New Jersey City University (“NJCU”) offers higher education programs in Nursing, Business Administration, Securities Studies, and Fire Science at its Wall Township, Monmouth County, New Jersey location, at 800 Monmouth Boulevard, which facility is owned by Brookdale Community College (“College”); and

WHEREAS: Continuation and growth of these and other NJCU programs at this location requires suitable classroom, office, and support services space and reasonable proximity to nursing simulation laboratories and other facilities available at the College at Wall; and

WHEREAS: The Administration has found that operation of NJCU at Wall at its present location is necessary and appropriate and in the interests of NJCU for a year or more; and

WHEREAS: The College has offered to lease facilities to NJCU for the continuation of NJCU at Wall programs at its present location and other facilities for the Nursing program on a per diem basis; and

WHEREAS: The Administration is refining its plans as it relates to the amount of space needed for NJCU at Wall and is reviewing the lease offered by the College; and

WHEREAS: The Finance and Audit Committee of the Board of Trustees of New Jersey City University has considered the finding of the Administration concerning the NJCU at Wall program and recognizes that further refinement of programmatic needs is ongoing and that further negotiation of a lease for the use of College space is necessary in the interests of NJCU and recommends the continuation of these activities; be it

RESOLVED: That the Board of Trustees of New Jersey City University on June 26, 2017 hereby authorizes the President and such other appropriate officers or staff which she may designate to continue to refine the facilities requirements for the support of NJCU at Wall programs, to continue to review the lease and negotiate a lease in accord with the interests of NJCU and to do such other things, as may be necessary for the provision and use of facilities in support of NJCU at Wall for the next year or more; and be it further

RESOLVED: That the President or, if designated by the President, the Vice President

for Administration and Finance may execute a lease for facilities for NJCU at Wall provided that prior to execution the President or the Vice President shall inform and consult with the Finance and Audit Committee concerning final facilities needs for the support of NJCU at Wall and the negotiated terms of the lease, approved as to form by University Counsel.

Dr. Whittaker made a motion to approve the Resolution for authorization concerning the National Student Exchange (NSE). The motion was seconded by Ms. Bennett. (Yes-Ms. Campbell, Dr. Coleman, Mr. Fowlkes, Mr. Officer, Mr. Pawar, Mr. Ryan, Mr. Scott; No-None; Abstention-Ms. Mohabeer).

RESOLUTION

AUTHORIZATION CONCERNING NATIONAL STUDENT EXCHANGE

- WHEREAS:** The boards of trustees of the State colleges and universities are empowered to establish fees in support of the performance of their respective institution missions, N.J.S.A. 18A:6B-6c; and
- WHEREAS:** New Jersey City University has instituted a National Student Exchange Program ("NSEP"); and
- WHEREAS:** The NSEP involves activities for exchange students for which a mandatory fee is necessary in furtherance of the program; and
- WHEREAS:** The Finance and Audit Committee of the Board of Trustees of New Jersey City University has considered the Administration's proposal for an initial fee of \$325 and recommended its establishment, be it therefore
- RESOLVED:** That the Board of Trustees of New Jersey City University on June 26, 2017 hereby establishes a mandatory fee for the support of exchange student activities associated with the NSEP; and be it further
- RESOLVED:** That the President may establish rules concerning the imposition and use of the mandatory fee in support of exchange student activities in the NSEP; and be it further
- RESOLVED:** That the President may from time to time review the adequacy and appropriateness of the fee to address NSEP exchange student activities and make adjustments and may include the mandatory fee, as adjusted, in the schedule of fees submitted as a part of the Board's annual review and approval of tuition and fees.

Dr. Whittaker made a motion to approve the Fiscal Year 2018 Waivers of Advertising. The motion was seconded by Ms. Bennett. (Yes-Ms. Campbell, Dr. Coleman, Mr. Fowlkes, Mr. Officer, Mr. Pawar, Mr. Ryan, Mr. Scott; No-None; Abstention-Ms. Mohabeer).

See attached

Dr. Whittaker made a motion to approve the FY 2018 Revenue and Expense Capital Budgets and Resolution for the Final Budget. The motion was seconded by Mr. Pawar. (Yes-Ms. Bennett, Ms. Campbell, Dr. Coleman, Mr. Fowlkes, Mr. Officer, Mr. Ryan, Mr. Scott; No-None; Abstention-Ms. Mohabeer).

RESOLUTION**FINAL FISCAL YEAR 2018 BUDGET**

- WHEREAS:** State Colleges and Universities have been authorized to establish revenue, expense and capital budget projections for the 2017/2018 fiscal year; and
- WHEREAS:** The New Jersey City University Board of Trustees on June 26, 2017 approves the tuition rates, room and board rates, and rates for other fees for the 2017/2018 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 2018 based on projected State appropriation and tuition and fee increases, which projects total operating revenues and expenses at \$138,139,609, and capital expenditures of \$10,998,156; and
- WHEREAS:** The Finance and Audit Committee has reviewed the final fiscal year 2017/2018 budget projections and recommends adoption, be it therefore
- RESOLVED:** That the New Jersey City University Board of Trustees on this 26th day of June, 2017 does hereby approve the fiscal year 2017/2018 Operating and Capital Budgets.

PERSONNEL, COMPENSATION, NOMINATIONS AND GOVERNANCE

Ms. Bennett gave the report of the Personnel, Compensation, Nominations and Governance Committee. Ms. Bennett made a motion to approve the professional staff reappointments, new faculty, managerial and professional staff hires (regular and emergency/interim) as recommended by the President and included in the board book. The motion was seconded by Mr. Pawar. (Yes-Ms. Campbell, Dr. Coleman, Mr. Fowlkes, Mr. Ryan, Mr. Scott, Dr. Whittaker; No-None; Abstention-Ms. Mohabeer, Mr. Officer).

**Faculty, Managerial and Professional Staff Personnel Actions
Professional Staff Reappointments (Group 3)**

Professional Staff Reappointment Recommendations			
<u>Annual Reappointment Recommendations (Group 3)</u>			
<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>Term</u>
1. Dr. Kaixuan Bu	Program Assistant (0.57 FTE) Lab Manager	Geoscience	Annual; 7/1/2017-6/30/2017
2. Anna Ivanova-Tatlici	Professional Services Specialist III (0.50 FTE), Clinical Supervisor	Counselor Education	Annual; 7/1/2017-6/30/2017
3. Anthony Tuesta	Professional Services Specialist III, Head Coach: Women's Soccer	Athletics	Annual; 7/1/2017-6/30/2017

New Hires: Faculty, Managerial and Professional Staff

Faculty New Hires			
<u>Tenure-Track Appointments</u>			
<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>Effective Date</u>
1. Dr. Jessica Keeley	Assistant Professor	School of Business / Accounting	9/1/2017
2. Dr. Nan Wang	Associate Professor	Computer Science	9/1/2017
3. Dr. Danny Schieffler, Jr.	Assistant Professor	Health Science	9/1/2017

Managerial New Hires			
<u>Regular Appointments</u>			
<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>Effective Date</u>
1. Cinthia Diaz	Associate Director 1, Enrollment Services	V.P. of Student Affairs	5/15/2017
2. Jennifer Nyeste	Associate Director, Graduate Admissions & Branch Campus Coordinator	Admissions	7/1/2017

3. Maureen O'Connor	Director	Development	6/12/2017
4. Anthony Rago	Director, Facilities	Facilities & Construction Management	6/26/2017
5. Michael Sims	Confidential Executive Assistant	President's Office	4/1/2017
6. Marva Williams-Wade	Confidential Secretary	President's Office	5/1/2017

Professional Staff New Hires			
<u>Regular Appointments</u>			
<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>Effective Date</u>
1. Damian Barnett	Professional Services Specialist II	Financial Aid	6/12/2017
2. Nathalie Chiriboga	Professional Services Specialist IV, Transfer Evaluator	V.P. Student Affairs	7/1/2017
3. Joseph Cullen	Professional Services Specialist III, Head Coach: Men's Basketball	Athletics	7/1/2017
4. Brian Ferrante	Professional Services Specialist IV, Admissions Recruiter	Admissions	7/1/2017
5. Kristina Harb	Program Assistant, College Life Coach	Grants Office	6/19/2017
6. Jimmy Lau	Professional Services Specialist II, Associate Director	Enrollment Management	5/15/2017
7. Ellen Lie	Professional Services Specialist IV, Transfer Evaluator	V.P. Student Affairs	7/1/2017
8. Kerolos Rophail	Professional Services Specialist IV, Admissions Recruiter	Admissions	7/1/2017
9. Claudia Rosado	Professional Services Specialist III	Financial Aid	6/12/2017

10. Andrea Velasco	Professional Services Specialist II, Director of Annual Fund & Leadership Circle Gifts	Development Office	6/5/2017
11. Jessica Vinci	Professional Services Specialist II	V.P. Student Affairs	4/24/2017
12. Paola Yanez- Landaverde	Professional Service Specialist IV, Admissions Recruiter	Admissions	5/30/2017

REQUEST TO SPEAK

The following individuals requested to speak:

- Beatriz Villatoro, NJCU Alumna – re: Proposed Tuition and Fee Increase
- Shaira Rose Cruz, NJCU Student, Senior – re: Proposed Tuition and Fee Increase
- Rukiya Bluford, NJCU Grad Student – re: Proposed Tuition and Fee Increase
- Dr. William (Bill) Calathes – re: Academic and Student Affairs and Proposed Tuition and Fee Increase

NEXT MEETING

The next Board meeting will be held on September 11, 2017. Mr. Ryan requested 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 moved by Mr. Pawar and seconded by Dr. Whittaker. The motion passed. (Yes-Ms. Bennett, Ms. Campbell, Dr. Coleman, Mr. Fowlkes, Mr. Officer, Mr. Ryan, Mr. Scott; No-None; Abstention-Ms. Mohabeer). There being no further business to come before the Board, Mr. Ryan adjourned the meeting at 6:47 p.m.

Respectfully submitted,

Virginia Meléndez
Secretary to the Board of Trustees