

New Jersey City University Board of Trustees
Real Estate, Infrastructure, and Capital Committee Charter

I. Purpose

The Real Estate, Infrastructure, and Capital Committee (the "Committee") is established by the Board of Trustees (the "Board") of New Jersey City University (the "University") to provide oversight and guidance regarding the University's real estate assets, infrastructure projects, and capital investments. The Committee shall ensure these activities align with the University's strategic goals, financial plans, and campus master plan.

II. Authority

The Committee is authorized to:

1. Review and recommend policies related to the acquisition, development, and disposal of real estate assets.
2. Oversee planning, design, construction, and maintenance of university facilities and infrastructure.
3. Evaluate and endorse capital projects, including financing strategies and budget allocations.
4. Engage independent consultants, as necessary, to advise on real estate and infrastructure matters.
5. Make recommendations to the Board on matters within its purview.

III. Membership

1. Composition: The Committee shall consist of at least three (3) members of the Board of Trustees. The Committee shall also have staff and campus appointments as recommended by the University President. The Vice President for Administration and Finance (Chief Financial Officer), University Counsel, and the Vice President for Institutional Effectiveness shall be standing members of the committee.
2. Appointment: Members of the Committee and the Committee Chair shall be appointed annually by the Chair of the Board of Trustees.
3. Qualifications: Members should possess knowledge and expertise in areas such as real estate, construction, finance, and higher education administration.
4. Term: Members shall serve one-year terms and may be reappointed.

IV. Meetings

1. Frequency: The Committee shall meet at least quarterly, or more frequently as circumstances require.
2. Quorum: A majority of the Committee members shall constitute a quorum for the transaction of business.
3. Minutes: Minutes of each meeting shall be prepared and distributed by the Board Secretary to Committee members and the Board of Trustees.

V. Responsibilities

1. Real Estate Oversight:
 - a. Review and recommend approval of real estate transactions, including purchases, sales, leases, and easements.

- b. Monitor the performance and utilization of the University's real estate assets.
 - c. Ensure compliance with legal and regulatory requirements related to real estate activities.
2. Infrastructure Development and Maintenance:
- a. Oversee the planning and execution of new construction, renovation, and major maintenance projects.
 - b. Review and recommend approval of project scopes, budgets, and timelines.
 - c. Monitor project progress and address any issues or risks that arise.
3. Capital Planning and Finance:
- a. Evaluate capital needs in alignment with the University's strategic plan.
 - b. Recommend financing strategies for capital projects, including the issuance of bonds or other debt instruments.
 - c. Review and endorse the University's capital budget and long-term financial plans for infrastructure investments.
4. Sustainability and Innovation:
- a. Promote sustainable practices in real estate and infrastructure projects.
 - b. Encourage the incorporation of innovative technologies and design principles in campus facilities.
1. VI. Reporting
- a. Board Updates: The Committee Chair shall regularly report to the Board of Trustees on the Committee's activities, decisions, and recommendations.
 - b. Annual Review: The Committee shall conduct an annual review of its performance and effectiveness, including compliance with this Charter, and report its findings to the Board.

VII. Amendments

This Charter may be amended by a majority vote of the Board of Trustees upon recommendation by the Committee.

VIII. Adoption

This Charter shall be adopted by the Board of Trustees and shall be effective upon approval.