

**New Jersey City University
Board of Trustees
June 24, 2019**

ATTENDING: Mr. Rafael Perez, *via teleconference*
Dr. Henry Coleman, *via teleconference*
Ms. Stephany Estevez, *student trustee*
Mr. Edward Fowlkes
Mr. James Jacobson
Mr. Owen Ryan, *via teleconference*
Dr. Edward Whittaker
Dr. Sue Henderson, *ex officio*

ABSENT: Dr. Steven Chang
Mr. Carlos Rendo
Mr. Vij Pawar
Mr. Joseph Scott

The meeting was called to order at 6:58 p.m. in the Gilligan Student Union Building, Room 129 by Dr. Whittaker.

NOTICE OF MEETING

Dr. Whittaker noted that the time, date, location and agenda for this meeting were mailed to the Jersey Journal, the Star-Ledger, Office of the Secretary of State, Senate Majority Office, Council of New Jersey State College Locals and the New Jersey Association of State Colleges and Universities on June 19, 2019. Notice of this meeting was also posted on the University's e-mail system and website.

MINUTES

Dr. Whittaker requested a motion to approve the Minutes from the April 29, 2019 Board Meeting. The motion was moved by Mr. Fowlkes and seconded by Mr. Jacobson. (Yes-Dr. Whittaker, Mr. Perez, Dr. Coleman, Ms. Estevez, Mr. Ryan; No-None; Abstention-None). The motion passed.

CHAIR'S REPORT

Dr. Whittaker made a motion to amend the agenda to include for action the approval of the West Campus Housing, LLC Budgets. The motion was seconded by Mr. Fowlkes. (Yes-Mr. Perez, Dr. Coleman, Ms. Estevez, Mr. Jacobson, Mr. Ryan; No-None; Abstention-None). The motion passed.

Dr. Whittaker reported that the Executive committee was convened by Mr. Perez as Chair on May 21, 2019 to consider an Administration request and recommendation for a waiver of public advertising to engage the search firm, Academic Search, to provide assistance to the University to fill the vacancy in the critical position of Vice President for Enrollment Management and Student Affairs. The engagement was for \$67,000 and was approved by the Executive Committee.

PRESIDENT'S REPORT

President Henderson gave a verbal report highlighting recent updates on university matters. The President's Off Campus Activities for the months of April and May 2019 was included for informational purposes only.

REQUEST TO SPEAK

Dr. Barbara Hildner, English Professor and President of the AFT requested to speak regarding the support of the Taskforce on Shared Governance. She also provided a copy of the AGB (Association of Governing Board) Board of Directors' Statement on Shared Governance for informational purposes only.

EXECUTIVE COMMITTEE

Dr. Whittaker gave the report on behalf of the Executive Committee regarding Personnel Matters including New Hires, Temporary Appointments, Salary Adjustments, Professor Emeritus, Distinguished Service Award, and Sabbatical Leaves, as included in the board book. The motion was seconded by Mr. Jacobson. (Yes-Mr. Perez, Dr. Coleman, Mr. Fowlkes, Mr. Ryan; No-None; Abstention-Ms. Estevez). The motion passed.

New Hires**Faculty Regular Appointments**

1. Jale Aldemir, Associate Professor, Early Childhood, Effective: 9/1/2019
2. Jennifer Pax, Assistant Professor, Sociology & Anthropology, Effective: 9/1/2019
3. Meikang Qiu, Associate Professor, Computer Science, Effective: 9/1/2019

Managerial Regular Appointments

1. Michael Koskinen, Director Online Learning, Online Learning, Effective: 7/1/2019
2. Barbara Mormando, Director, Business Services, Effective: 5/20/2019

Professional Staff Regular Appointments

1. Ethan Plum, Graduate Admissions Counselor (PSSIV), Admissions, Effective: 6/24/2019

Faculty and Staff Personnel Actions**Salary Adjustments**

1. Kutub Thakur, Assistant Professor, Professional Security Studies, Effective: 4/15/2019

Professional Staff Emergency | Temporary Appointments

1. Melissa Gutzmore, Professional Services Specialist IV, Campus Life, Effective: 7/1/2018
2. Kristina Harb, Grant Assistant (PSSIV), Biology, Effective: 4/29/2019
3. Farah Pelissier, Associate Director, Opportunity Scholarship Program, Effective: 4/29/2019
4. Ryan Roche, OSP Counselor (PSS4), Opportunity Scholarship Program, Effective: 5/13/2019

Professor Emeritus Recommendation

The Faculty & Professional Staff Affairs Committee recommends Professor Emeritus/Emerita status to be bestowed upon the following individual:

1. Richard Lowenthal, Music, Dance, Theater

Distinguished Service Award Recommendation

The Faculty & Professional Staff Affairs Committee recommends a Distinguished Service Award be bestowed upon the following individual:

1. Charles Pratt, Academic Computing

Sabbatical Leaves

1. Dr. Joshua Fausty, English, Effective: Fall 2019
2. Dr. Corey Frost, English, Effective: 2019 – 2020
3. Dr. Winifred McNeill, Art, Effective: 2019 – 2020
4. Dr. Sabine Roehr, Philosophy and Religion, Effective: 2019 – 2020

FINANCE AND AUDIT COMMITTEE

Mr. Jacobson gave the report for the Finance and Audit Committee. He made a motion to approve the FY 2020 Budget, FY2020 Tuition & Fees, FY 2020 Waivers of Advertising, and the approval of the West Campus Housing, LLC Budgets. The motion was seconded by Mr. Fowlkes. (Yes-Mr. Perez, Ms. Estevez, Mr. Ryan, Dr. Whittaker; No-None; Abstention-Dr. Coleman). The motion passed.

BOARD RESOLUTION**FINAL FISCAL YEAR 2020 BUDGET**

- WHEREAS: State Colleges and Universities have been authorized to establish revenue, expense and capital budget projections for the 2019/2020 fiscal year; and
- WHEREAS: The New Jersey City University Board of Trustees on June 24, 2019 approves the tuition rates, room and board rates, and rates for other fees for the 2019/2020 academic year; and
- WHEREAS: The University projects that the Governor's final approved State budget will include University base appropriation of \$24,154,000. In addition, there will be 2 supplemental State appropriations of \$800,000 and \$1,518,000, respectively; and
- WHEREAS: The University prepared operating and capital budgets for fiscal year 2020 based on projected State appropriation and tuition and fee increases, which projects total operating revenues and expenses at \$166,723,509, and capital expenditures of \$12,973,847; and
- WHEREAS: The Finance and Audit Committee has reviewed the final fiscal year 2019/2020 budget projections and recommends adoption, be it therefore

RESOLVED: That the New Jersey City University Board of Trustees on this 24th day of June, 2019 does hereby approve the fiscal year 2019/2020 Operating and Capital Budgets.

**BOARD RESOLUTION
TUITION AND FEE RATES
2019/2020 ACADEMIC YEAR**

WHEREAS: The State Colleges and Universities have been authorized to establish tuition and fee rates and set rates for room and board, and

WHEREAS: The tuition and fee increases are contingent on the final approved State budget, and

WHEREAS: The University administration has recommended merging the Facilities, General Service, Student Center, and Technology fees into the tuition amount beginning in the 2019/2020 academic year, and

WHEREAS: The University administration has recommended the retention of the Student Activity fee as a separate pass-through line item for the Student Government Organization, and

WHEREAS: The University administration has recommended a tuition increase of 3.0% for undergraduate, state-resident graduate, doctoral rates, and room and board rates for the 2019/2020 academic year, and

WHEREAS: The Finance, Audit and Planning Committee has reviewed the proposed tuition and fee rate structure and fiscal year 2020 budget and recommended adoption, be it therefore

RESOLVED: That the New Jersey City University Board of Trustees on June 24, 2019 hereby approves the tuition and fee rate structure, as attached to this resolution, for the 2019/2020 academic year.

FY 2020 WAIVERS OF ADVERTISING SCHEDULE

See attached addendum

**RESOLUTION
WEST CAMPUS HOUSING, LLC BUDGETS**

WHEREAS: Pursuant to the West Campus Housing, LLC Trustee releasing operating funds and,

WHEREAS: In the interest of the University to be reimbursed as the Manager of set project and,

WHEREAS: As permitted by this Board, the University seeks approval of the Board of Trustees of the 2016, 2017, 2018, and 2019 budgets for the West Campus Housing, LLC, be it therefore

RESOLVED: That the Board of Trustees of New Jersey City University, on this 24th day of June 2019 does hereby review and approve the 2016, 2017, 2018, and 2019 West Campus Housing, LLC.

UNIVERSITY MISSION COMMITTEE

Dr. Whittaker gave the report for the University Mission Committee. He requested a motion to approve the Bachelor of Arts in Sustainability Studies, the Program Modification of the Bachelor of Science in Management, Minor in East Asian Studies, Minor in Business Analytics and Data Science, and Center for Latin American, Caribbean, and Latinx Studies. The motion was moved by Mr. Fowlkes and seconded by Mr. Jacobson. (Yes-Mr. Perez, Dr. Coleman, Ms. Estevez, Mr. Ryan, Dr. Whittaker; No-None; Abstention-None). The motion passed.

Bachelor of Arts in Sustainability Studies

WHEREAS: The Department of Earth and Environmental Sciences in the William J. Maxwell College of Arts and Sciences at New Jersey City University has proposed a new undergraduate program in Bachelor of Arts (BA) in Sustainability Studies; and

WHEREAS: The primary objective of the BA in Sustainability Studies is to produce well-prepared sustainability professionals who able to understand the concepts and principles of sustainability and to explain how sustainability issues are connected to multiple disciplines such as energy, the environment, social justice, and the economy; and

WHEREAS: The proposed program will prepare students with the skills needed in dynamic and global job-markets. This new BA program reflects the University's commitment to empower a diverse, underserved population; and

WHEREAS: The proposed program has been reviewed and approved by: the Department of Earth and Environmental Sciences; the College of Arts and Sciences Curriculum Committee; the Senate Planning, Development, and Budget Committee; the Senate Curriculum and Instruction Committee; and academic officers of the University and all notice requirements; and

WHEREAS: The relevant members of the Board of Trustees have reviewed the BA in Sustainability Studies proposal and add its endorsement; be it therefore

RESOLVED: That the Board of Trustees of New Jersey City University on this 24th day of June 2019 hereby approves the proposal to offer the BA in Sustainability Studies.

Program Modification of Bachelor of Science in Management

- WHEREAS:** The Department of Management in the School of Business proposed modification in Bachelor of Science in Management in order to update its curriculum offerings as well as the assessment structure; and
- WHEREAS:** The proposed modification focuses on revisions of existing courses as well as activation of the courses. The primary objective of revising the curriculum aims to highlight the core skills demanded in the job markets for students in the Management major; and
- WHEREAS:** The program with proposed modification reflects the University's commitment to empower a diverse, underserved population and be an institution of higher education nimble in its response to dynamic 21st Century opportunities and challenges; and
- WHEREAS:** The proposal for modification in Bachelor of Science in Management has been reviewed and approved by: the Department of Management; the School of Business Curriculum Committee; the Senate Planning, Development, and Budget Committee; the Senate Curriculum and Instruction Committee; and academic officers of the University and all notice requirements; and
- WHEREAS:** The relevant members of the Board of Trustees have reviewed the program modification proposal of Bachelor of Science in Management and add its endorsement; be it therefore
- RESOLVED:** That the Board of Trustees of New Jersey City University on this 24th day of June 2019 hereby approves the program modification proposal of Bachelor of Science in Management.

Minor in East Asian Studies

- WHEREAS:** The Department of Modern Languages in the William J. Maxwell College of Arts and Sciences at New Jersey City University proposed a Minor in East Asian Studies; and
- WHEREAS:** The proposed minor offers students an opportunity to complement their academic major with an interdisciplinary exploration of one of the world's most important regions. This program is aimed at preparing students to better understand the history, languages, cultures, and political systems of East Asia; and
- WHEREAS:** The proposed minor has been reviewed and approved by: the Department of Modern Languages; the College of Arts and Sciences Curriculum Committee; the Senate Planning, Development, and Budget Committee; the Senate Curriculum and Instruction Committee; and academic officers of the University and all notice requirements; and

WHEREAS: The relevant members of the Board of Trustees have reviewed the Minor in East Asian Studies proposal, and add its endorsement; be it therefore

RESOLVED: That the Board of Trustees of New Jersey City University on this 24th day of June 2019 hereby approves the Minor in East Asian Studies.

Minor in Business Analytics and Data Science

WHEREAS: The Department of Finance and Real Estate in the School of Business at New Jersey City University proposed a Minor in Business Analytics and Data Science; and

WHEREAS: The Minor in Business Analytics and Data Science will give students in any major the additional data analytics skills that are increasingly being demanded by employers in almost every field; and

WHEREAS: The proposed minor will prepare students with the skills needed to gather, store, analyze and interpret large amounts of data in order to make decisions; and

WHEREAS: The proposed minor has been reviewed and approved by: the Department of Finance and Real Estate; the School of Business Curriculum Committee; the Senate Planning, Development, and Budget Committee; the Senate Curriculum and Instruction Committee; and academic officers of the University and all notice requirements; and

WHEREAS: The relevant members of the Board of Trustees have reviewed the Minor in Business Analytics and Data Science, and add its endorsement; be it therefore

RESOLVED: That the Board of Trustees of New Jersey City University on this 24th day of June 2019 hereby approves the Minor in Business Analytics and Data Science.

Center for Latin American, Caribbean, and Latinx Studies

WHEREAS: The Office of the Academic Affairs at New Jersey City University proposed a new Center for Latin American, Caribbean, and Latinx Studies; and

WHEREAS: The mission of the Center for Latin American, Caribbean, and Latinx Studies will be to promote the scholarly study of Latin America, the Caribbean and Latinx communities in the United States in a way that connects the university to the communities that surround it; and

WHEREAS: The Center will serve as a liaison for students interested in the value of studying and researching Latin American and Caribbean history and culture; and

WHEREAS: The Center for Latin American, Caribbean, and Latinx Studies proposal was reviewed and approved by the Senate Curriculum and Instruction Committee; the Senate Planning, Development, and Budget Committee; and academic officers of the University and all notice requirements; and

WHEREAS: The relevant members of the Board of Trustees have reviewed the Center for Latin American, Caribbean, and Latinx Studies, and add its endorsement; be it therefore

RESOLVED: That the Board of Trustees of New Jersey City University on this 24th day of June 2019 hereby approves the Center for Latin American, Caribbean, and Latinx Studies.

Dr. Whittaker noted that the Global Risk Management Report was included for informational purposes only. No action was required by the board.

Dr. Whittaker called forward Mr. Benjamin Rohdin, Associate Vice President for Enrollment Management, to give a presentation on Enrollment Update. The University Senate President Dr. Christopher Shamburg also presented the Senate Report for FY 2018-2019. No action was required by the board.

NEXT MEETING

The next Board meeting will be held on September 16, 2019. Dr. Whittaker 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. (Yes-Mr. Perez, Dr. Coleman, Ms. Estevez, Mr. Fowlkes, Mr. Ryan; No-None; Abstention-None). The motion passed.

ADJOURNMENT

There being no further business to come before the Board, Dr. Whittaker made a motion to adjourn the meeting. The motion was seconded by Mr. Jacobson. (Yes-Mr. Perez, Dr. Coleman, Ms. Estevez, Mr. Fowlkes, Mr. Ryan; No-None; Abstention-None). The motion passed. The meeting was adjourned at 7:26 p.m.

Respectfully submitted,

Virginia Meléndez
Secretary to the Board of Trustees

Board of Trustees
Monday, June 24, 2019
Public Session Minutes ADDENDUM

New Jersey City University Annual Waiver Request Fiscal Year 2020

	NJ Statute	Vendor	Waiver Description	FY19 Request	FY19 Expenses	FY20 Request	Department	Justification	Years Active
1	18A:6456a.2	Prudential Center/Devils' Arena Entertainment	The programming of Commencement 2018 off campus. Costs include site rental, stage, chairs, stagehands, ushers, parking, security, shuttle, medical, cleaning, and permitting.	\$78,000	\$78,000.00	\$80,000	President's Office	Unspecifiable Services - Not practical to bid.	10
2	18A:64-56a.19	Bloomberg	Educational Terminals and Licenses School of Business	\$80,000	\$80,000.00	\$80,000	School of Business	Proprietary - Sole Source Bloomberg L.P. is a global financial network providing real-time and historical pricing	4
3	18A:64-56a.3	College Board	Student Search services including enrollment leads and enrollment planning services.	\$75,000	\$75,000.00	\$75,000	Marketing, Admission & Advisement	Proprietary - Sole Source Student Search Services for Recruitment. Increase in student recruitment usage.	5
4	18A:64-56a.6	Ebsco Subscription Services	Library periodicals service and databases subscriptions	\$250,000	\$225,000.00	\$225,000	Library	Copyrighted Library Materials - Sole subscription source for current and archived electronic issues of purchased journals and databases. Decrease to	10+
5	18A:64-56a.6	SIRSI	Sirsi is the library's online system for the OSCAR online catalog circulation and other applications. We pay annual maintenance for the system	\$55,000	\$50,000.00	\$50,000	Library	Electronic Databases and Digital Formats - Proprietary sole source for maintenance of library system.	10+
6	18A:64-56a.6	WALDO	Library database subscriptions.	\$50,000	\$50,000.00	\$50,000	Library	Electronic Databases and Digital Formats - WALDO's consortium [pricing offers our library the lowest cost for two new faculty-requested databases, Project MUSE and	4
8	18A:64-56a.19	CBord, Inc.	Software maintenance fees, database management fees, entitlement credits, help desk fees and access hardware needs and replacements.	\$110,000	\$110,000.00	\$110,000	Business Services	Proprietary - Sole Source: Software licensing and maintenance for campus card program. Mobile apps: GetFoods, MobileID and GetFunds.	10+
9	18A:64-56a.08	Jersey City Municipal Utilities Authority	Supply of water and sewage service. Board of Public Utilities jurisdiction regarding pricing.	\$600,000	\$600,000.00	\$600,000	Facilities & Construction Management	Board of Utilities Jurisdiction.	10+
10	18A:64-56a.08	PSE&G	Supply electricity and transmission of natural gas and electricity.	\$1,200,000	\$1,200,000.00	\$1,200,000	Facilities & Construction Management	Board of Utilities Jurisdiction. Increase due to West Campus Developmet lighting.	10+

11	18A:64-56a.19	Oracle PeopleSoft, Inc.	Software Maintenance Fees for ERP system including: Human Resources and Student Administration Systems, Campus Portal, eProcurement, Financial Management System, and Taleo Talent Acquisition.	\$425,000	\$425,000.00	\$425,000	Information Technology	Information Technology- Proprietary - Sole Source - Enterprise information systems are critical to University administrative functions. These integrated systems manage the information between all business functions. Decrease due to contributor relations development license transitioned to Raiser's Edge.	10+
12	18A:64-56a.19	IBM	Campus-wide SPSS license for faculty and students, license for Institutional Effectiveness,	\$170,000	\$60,000.00	\$60,000	Information Technology	Information Technology- Proprietary - Sole Source - Decrease from previous years due to Cognos services acquired at a reduced cost from state contract.	5
13	18A:64-56a.19	Touchnet	Software Maintenance fees for student and other online payment processing that includes payment gateway, web checks (ACH), marketplace, hosting services.	\$100,000	\$90,000.00	90,000	Information Technology	Information Technology- Proprietary - Sole Source - Online payment processing for students and campus commerce.	4
14	18A:64-56a.3	Apple	Computer hardware previously procured through State contract.	\$250,000	\$250,000.00	\$250,000	Information Technology	Information Technology- Proprietary - Sole Source. - State vendor contract no longer exists.	4