

**MEETING OF THE BOARD OF TRUSTEES OF THE
WILLIAM PATERSON UNIVERSITY OF NEW JERSEY**

Friday, January 25, 2013

The meeting was called to order at approximately 9:00 a.m. in the College Hall Board Room.

BOARD MEMBERS PRESENT: Ms. Conway, Mr. Gruel, Mr. Guarasci, Ms. Mascolo, Mr. Mazzola, Ms. Niro, Dr. Pruitt, Mr. Tolud, and President Waldron

ABSENT: Mr. Adzima, Mr. Pesce, Ms. Zastocki

OTHERS PRESENT:

Provost and Senior Vice President Weil, Vice President Bolyai, Vice President Cohen, Vice President Ferguson, Vice President Martone, Associate Vice President Goldstein, Executive Director DeDeo, Chief of Staff Seal, General Counsel Jones, Mrs. Santaniello, Mrs. Barone, administrators, faculty, and others.

ANNOUNCEMENT CONCERNING ADEQUATE NOTICE OF MEETING:

In accordance with the "Open Public Meetings Act," the Chairperson publicly announced and had entered into the minutes that "adequate notice" of this meeting was provided. In compliance with the Statute, this notice was posted on the University's web page and distributed to The Herald News, The Record, and The Star Ledger more than 48 hours prior to this meeting.

It was moved and seconded to adopt the following resolution:

1-13-1 - RESOLUTION, TO MOVE INTO EXECUTIVE SESSION (Appendix 1)

The resolution was unanimously adopted.

At approximately 10:45 a.m., the Public Session resumed.

Mr. Gruel welcomed everyone to the meeting.

APPROVAL OF MINUTES, NOVEMBER 30, 2012 BOARD OF TRUSTEES MEETING:

The minutes of the November 30, 2012 Board meeting were approved as distributed.

CHAIR'S REPORT:

Mr. Gruel welcomed everyone to the beginning of the Spring 2013 semester. He spoke about recent reports of a shortage in the NJ state budget, estimated to be between \$300K - \$400K. At present we are uncertain what effect, if any, it will have on the higher education community. We will be watching this closely. The University is awaiting the regulations regarding the allocation of the \$750M in bond monies and an additional \$550M from prior bond contracts, and the application process. We will submit applications as soon as the required information is received.

PRESIDENT'S REPORT:

President Waldron reported that on January 26, 2013, the University received the Faith in Paterson Award from the Greater Paterson Chamber of Commerce at its 104th Annual Gala, held at the Westmount Country Club in Woodland Park.

The President reminded everyone that the Annual Legacy Award Gala will be held on April 4, 2013 at The Grove, in Cedar Grove. This is a major fundraiser for the University and she encouraged support of it. President Waldron gave updates on enrollment management and the hiring of Mr. Rohan Howell, Director of Undergraduate Admissions. She also reported on the Blue Ribbon Task Force, the Provost search, the searches for the Dean of the College of the Arts and Communication and the Dean of the Cotsakos College of Business, and updates on gifts received by Institutional Advancement.

President Waldron prepared a detailed written report and it is made a part of the minutes.

GOVERNMENT AND COMMUNITY AFFAIRS REPORT:

Mr. DeDeo spoke about action in the legislature regarding amending the current state law to eliminate the requirement for students to have health insurance with basic hospital benefits. It would also eliminate the requirement for students to provide evidence of coverage annually. A written report was prepared and it is made a part of the minutes.

FINANCE, AUDIT AND INSTITUTIONAL DEVELOPMENT COMMITTEE REPORT:

Ms. Niro reported that the Committee met on January 16, 2013. The Committee members met privately with the University Internal Auditor prior to the meeting. A report was presented on the progress towards FY2013 goals, and a report from Institutional Advancement as of November 12. Four bid waivers were discussed, documentation reviewed and the Committee recommended them for approval by the Board. An update on capital projects was given by VP Bolyai. The regulations for the awarding of funds from the \$750M Building Our Future Bond Fund were provided to the University. They will be published in the New Jersey Register for a public comment period. The awards will focus on STEM and workforce development projects. The A-133 Audit was tabled pending a rescheduled date.

It was moved and seconded to adopt the following resolution:

1-13-2- RESOLUTION, BID WAIVERS (Consent Agenda) (Appendix 2)

The resolution was unanimously adopted.

PERSONNEL AND COMPENSATION COMMITTEE REPORT:

Dr. Pruitt reported that the Committee met on January 17, 2013 and discussed graduate assistantships for Spring 2013, and various miscellaneous personnel matters. Also President Waldron provided an update on several key searches. The following resolution was recommended for approval by the Board:

It was moved and seconded to adopt the following resolution:

1-13-3- RESOLUTION, VARIOUS PERSONNEL MATTERS (CONSENT AGENDA)
(Appendix 3)

The resolution was unanimously adopted.

NOMINATIONS AND GOVERNANCE COMMITTEE REPORT:

Ms. Conway reported the Nominations and Governance Committee met via teleconference on January 16, 2013. They discussed the assessment of skills and competencies of the Board based on previous work on Board composition. It was agreed that since the approval process from nomination to government approval is approximately a six to nine month timeframe, it is

important to have the process approved and in place ready to act. Ms. Conway presented the process and needs assessment to the full Board in closed session and there was consensus to adopt the process and move forward with it.

OTHER BUSINESS:

Mr. Gruel reported that due to time constraints, several individuals who signed up to speak at the last Board meeting were unable to do so. They were encouraged to share any written statements if they chose to, and informed that they would have an opportunity to speak at this meeting.

The first person to speak was Professor Esther Martinez, Department of Languages and Cultures. She is the Co-chair of the Advisement and Registration Council, a counselor and a professor. She spoke about the negative effects of the decision to eliminate second advisors for students with a second major and concern about lack of faculty input on the advising policy changes which were implemented.

Adjunct Professor Bettina Mason, Department of Languages and Cultures, spoke about non-traditional students. She provided supporting information about the value of providing special advising and programming for adult students and the benefits gained from these efforts, especially in recruitment and retention.

Professor Kelly McNeal, Department of Secondary and Middle School Education, spoke about the problems facing secondary and middle school education students – they come from three colleges with a range of 22 other primary majors. Secondary and Middle School education is a comprehensive second major. With the changes in August in advising, these students lost their education advisor and education advisors lost the ability to communicate with these students through their transition. She highlighted the other negative consequences that resulted from the changes made in August. She ended by requesting on behalf of the Department of Secondary and Middle School Education, that the Board rescind all the changes made to the advising policy in August.

Mr. Nicola Maganuco, Student Government President spoke about a petition from the students for more representation on the Blue Ribbon Task Force to ensure the students' voice is heard and considered as changes to advising policy are being developed.

Ms. Jennifer Hearon is a member of the Student Government Association, and the Chair of the Court of Judicial Review. She spoke about the confusion experienced by students identifying their advisors and connecting with them. She mentioned transfer students, non-traditional students and double-major students who are not certain of who their advisors are and the concern that students are not being advised or counseled well in course selection and planning - this impacts on their ability to graduate in a timely manner.

Professor Donna Fengya, Department of Mathematics, and Vice President for Negotiations for the AFT spoke on behalf of Professor Sue Tardi, President of the AFT, who was unable to attend the meeting. Professor Tardi asked Professor Fengya to represent the AFT at the Board

meeting. Professor Fengya presented the concerns of her colleagues about advising, enrollment management and lack of shared governance. She noted areas of disagreement with reports and data in both of these areas. She closed by expressing concern for the students and their futures.

At approximately 12:40 p.m., a motion was made and seconded for the meeting to be adjourned. The motion carried unanimously.

Respectfully submitted,

A handwritten signature in black ink that reads "Donna Santaniello". The signature is written in a cursive style with a large, looping initial 'D'.

Donna Santaniello
Assistant to the President
and Board of Trustees

1/25/13

1-13-1 RESOLUTION, TO MOVE INTO EXECUTIVE SESSION

WHEREAS: The New Jersey Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., permits the public's exclusion from certain portions of the Board meeting; now therefore be it

RESOLVED: That The William Paterson University Board of Trustees move into closed session to discuss matters pertaining to personnel issues including various appointments and resignations, attorney-client privileged communication, a review of active litigation matters, and real estate matters, and be it therefore

RESOLVED: That any actions taken in closed session will be made public as required by law.

1-13-2 RESOLUTION, BID WAIVERS (Consent Agenda)

WHEREAS: The State College Contracts Law, N.J.S.A. 18A:64-52 et seq., requires that contracts be made and awarded by the state college/university only after public advertising for bids and bidding; therefore for contracts in excess of \$30,700, and

WHEREAS: The State College Contracts Law, N.J.S.A. 18A:64-56, permits in certain specified instances that contracts may be made, negotiated, or awarded by the state college/university by resolution of its Board of Trustees without public advertising for bids and bidding therefore, and

WHEREAS: The Law requires that such waivers shall be approved by the Board of Trustees, and

WHEREAS: At its meeting of January 16, 2013, the Finance, Audit and Institutional Development Committee of the Board of Trustees reviewed proposed waivers as detailed in the list below, and

WHEREAS: The Finance, Audit and Institutional Development Committee reviewed the rationale and projected expenditure amount for each waiver, documentation citing each waiver's basis in the New Jersey State College Contracts Law, explanatory memos from the appropriate University staff members providing specific details about each waiver and discussed responses to questions posed by trustees to staff about specific waivers, and

WHEREAS: The Vice President for Administration and Finance has certified that there are sufficient budgeted funds available to pay the expenses authorized, and that the process employed in recommending these actions complies with all applicable statutes and regulations, and

WHEREAS: The Finance, Audit and Institutional Development Committee recommends that the Board of Trustees approve the following waivers, further specific details of which are enumerated in the attached documents, therefore, be it

RESOLVED: That the Board of Trustees of William Paterson University of New Jersey approves the waivers described in the attached documents.

Vendor	Amt. Not to Exceed
The Star-Ledger (Per-year for FY 13, FY14, & FY15)*	\$ 80,000
Fuse Academia**	\$ 1,520,000
Perkins Eastman	\$ 250,000
Starfish Global	\$ 40,000

**Per-year for Fiscal Years 2013, 2014 and 2015*

***Contract through Fiscal Year 2015*

BID WAIVER, THE STAR-LEDGER

- WHEREAS: The State College Contracts Law, N.J.S.A. 18A:64-52 et seq., requires that contracts be made and awarded only by the state college/university after public advertising for bids and bidding therefore for contracts in excess of \$30,700, and
- WHEREAS: The State College Contracts Law, N.J.S.A. 18A:64-56, permits in certain specified instances that contracts may be made, negotiated, or awarded by the state college/university by resolution of its Board of Trustees without public advertising for bids and bidding therefore, and
- WHEREAS: The University has determined that it requires, during Fiscal Year 2013, Fiscal Year 2014 and Fiscal Year 2015, the placement of legal ads and advertising in The Star-Ledger which may exceed the authorized bid threshold, and
- WHEREAS: The placement of legal notices, personnel and recruitment advertisements is exempted from public bidding pursuant to N.J.S.A. 18A:64-56 a.(20), and
- WHEREAS: The Vice President for Administration and Finance has certified that there are sufficient budgeted funds available to pay the expense authorized, and that the process employed in recommending this action complies with all applicable statutes and regulations, and
- WHEREAS: The Finance, Audit and Institutional Development Committee recommends that the Board of Trustees approves this expenditure herein, therefore, be it
- RESOLVED: By the Board of Trustees that the University President or her designee be authorized to enter into a contract with The Star-Ledger, of Newark, New Jersey, for a cost not to exceed of \$80,000 per year for Fiscal Year 2013, Fiscal Year 2014 and Fiscal Year 2015.

BID WAIVER, FUSE ACADEMIA

- WHEREAS:** The State College Contracts Law, N.J.S.A. 18A:64-52 et seq., requires that contracts be made and awarded by the state college/university only after public advertising for bids and bidding for contracts in excess of \$30,700, and
- WHEREAS:** The State College Contracts Law, N.J.S.A. 18A:64-56, permits in certain specified instances that contracts may be made, negotiated, or awarded by the state college/university by resolution of its Board of Trustees without public advertising for bids and bidding, and
- WHEREAS:** The University has determined that it needs to continue the development and implementation of an integrated marketing plan and
- WHEREAS:** The purchase of this service, provided solely by this vendor, is exempted from public bidding pursuant to N.J.S.A. 18A:64-56 a.(15), and N.J.S.A. 18A:64-56 a.(20), and
- WHEREAS:** The Vice President for Administration and Finance has certified that there are sufficient budgeted funds available to pay the expense authorized, and that the process employed in recommending this action complies with all applicable statutes and regulations, and
- WHEREAS:** The Finance, Audit and Institutional Development Committee recommends that the Board of Trustees approves this expenditure herein, therefore, be it
- RESOLVED:** By the Board of Trustees that the University President or her designee be authorized to enter into a multiyear contract with Fuse Academia (formerly known as Forge Academia), of Winchester, Massachusetts, in an amount not to exceed \$1,520,000 through Fiscal Year 2015.

BID WAIVER, PERKINS EASTMAN

- WHEREAS:** The State College Contracts Law, N.J.S.A. 18A:64-52 et seq., requires that contracts be made and awarded by the state college/university only after public advertising for bids and bidding for contracts in excess of \$30,700, and
- WHEREAS:** The State College Contracts Law, N.J.S.A. 18A:64-56, permits in certain specified instances that contracts may be made, negotiated, or awarded by the state college/university by resolution of its Board of Trustees without public advertising for bids and bidding, and
- WHEREAS:** The University has determined that it needs professional residential planning services in the residential zone of the campus, and
- WHEREAS:** The purchase of this service is exempted from public bidding pursuant to N.J.S.A. 18A:64-56 a.(1), and
- WHEREAS:** The Vice President for Administration and Finance has certified that there are sufficient budgeted funds available to pay the expense authorized, and that the process employed in recommending this action complies with all applicable statutes and regulations, and
- WHEREAS:** The Finance, Audit and Institutional Development Committee recommends that the Board of Trustees approves this expenditure herein, therefore, be it
- RESOLVED:** By the Board of Trustees that the University President or her designee be authorized to enter into an agreement with Perkins Eastman, of New York, New York, in an amount not to exceed \$250,000.
-

BID WAIVER, STARFISH GLOBAL

- WHEREAS: The State College Contracts Law, N.J.S.A. 18A:64-52 et seq., requires that contracts be made and awarded by the state college/university only after public advertising for bids and bidding for contracts in excess of \$30,700, and
- WHEREAS: The State College Contracts Law, N.J.S.A. 18A:64-56, permits in certain specified instances that contracts may be made, negotiated, or awarded by the state college/university by resolution of its Board of Trustees without public advertising for bids and bidding, and
- WHEREAS: The University has determined that it requires professional consulting services associated with the Small Business Development Center, the total cost of which will be entirely reimbursed by the Small Business Administration grant, and
- WHEREAS: The purchase of this service is exempted from public bidding pursuant to N.J.S.A. 18A:64-56 a.(15), and
- WHEREAS: The Vice President for Administration and Finance has certified that there are sufficient budgeted funds available to pay the expense authorized, and that the process employed in recommending this action complies with all applicable statutes and regulations, and
- WHEREAS: The Finance, Audit and Institutional Development Committee recommends that the Board of Trustees approves this expenditure herein, therefore, be it
- RESOLVED: By the Board of Trustees that the University President or her designee be authorized to enter into an agreement with Starfish Global, of Ventnor, New Jersey, in an amount not to exceed \$40,000 for Fiscal Year 2013.

1-13-3

**RESOLUTION, VARIOUS PERSONNEL MATTERS
(Consent Agenda)**

RESOLVED:

That the Board of Trustees approves the various personnel matters as recommended by the President including graduate assistant appointments and reappointments for spring 2013 and miscellaneous personnel actions including appointments, extension of appointments, leaves of absence, resignations, retirements, and various changes in employee status, and directs that the actions be listed in the minutes of this meeting.



**WILLIAM
PATERSON
UNIVERSITY**

OFFICE OF THE PRESIDENT
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973.720.2104 FAX 973.720.2399

MEMORANDUM

TO: Personnel and Compensation Committee
FROM:  Robert Seal, Chief of Staff to the President and Board of Trustees
RE: Executive Summary – Personnel Actions
DATE: January 10, 2013

In addition to the miscellaneous personnel items presented on Attachment 3, for your information:

Graduate Assistant Appointments and Reappointments for Spring 2013

Students enrolled full-time in graduate programs may apply for a graduate assistantship, applicable for up to two academic years (but appointed annually) and carrying a \$6,000 stipend for 20 work hours per week and full tuition waiver.

For Spring 2013, four graduate assistants will graduate in January and four other graduate students have resigned or taken a leave of absence. Six new assistantships have been offered to fill those vacancies, for a total of 75 graduate assistantships for Spring 2013.

William Paterson University Personnel Matters							
Personnel Action	Name	Position	Department	Range	Step	Salary	Effective Date
APPOINTMENTS:	Atinuke Adeniran	Associate Director (Assoc. Dir. 2,SC)	Graduate Admissions and Enrollment Services	D27		\$84,200.00	1/5/2013
	Lisa Brenenson	Associate Registrar (Assoc. Dir. 2,SC)	Registration Services	D27		\$87,500.00	1/12/2013
	Marshal Coles	Academic Advisor/Career Counselor (PSS2,SC)	Career Development and Advisement Center	U24	2	\$60,918.12	1/7/2013
	Johanna Fulgencio	Assistant Director of Continuing Education Certification Programs (Asst.Dir. 2,SC)	Continuing and Professional Education	U24	2	\$60,918.12	12/1/2012
	Nicholas Gramiccioni	Resident Director (Program Asst.,SC)	Residence Life	U17	1	\$41,228.04	11/15/2012
	Robln Hochella	Resident Director (Program Asst.,SC)	Residence Life	U17	1	\$41,228.04	11/26/2012
	Rohan Howell	Director of Undergraduate Admissions (Dir 2,SC)	Undergraduate Admissions	D30		\$95,000.00	2/4/2013
	Victoria Jengo	Assistant Director of Campus Activities and Student Leadership (Asst. Dir. 3,SC)	Campus Activities and Student Leadership	U22	3	\$57,886.41	12/31/2012
	O'Mari Lockhart	Academic Advisor/Career Counselor (PSS2,SC)	Career Development and Advisement Center	U24	2	\$60,918.12	1/7/2013
	Rafael Matos	Assistant Director of Campus Activities and Student Leadership (Asst. Dir. 3,SC)	Campus Activities and Student Leadership	U22	4	\$60,518.15	1/7/2013
	Ashley New	Laboratory Technician (PSS4,SC)	Chemistry	U18	5	\$51,946.89	11/19/2012
	Willie West	Resident Director (Program Asst.,SC)	Residence Life	U17	1	\$41,228.04	11/19/2012
	EXTENSION OF APPOINTMENT:	Alessandro Pilaia	Field Support Coordinator (PSS3,SC)	Information Technology	U21	2	\$52,622.92
LEAVES OF ABSENCES:	Marina Budhos Medical Leave with pay *	Associate Professor	English	U26	7	\$83,164.01	2/5/13 - 4/16/13
	David Horton Medical Leave with pay *	Professor	Art	U32	12	\$132,891.47	1/14/13 - 5/10/13
	Keumsil Kim-Yoon Medical Leave with pay *	Professor	Languages and Culture	U32	12	\$132,891.47	10/22/12 - 12/20/12
	Charlotte Nekola Time Medical Leave with pay** 1/4	Professor	English	U32	12	\$132,891.47	1/14/13 - 6/30/12
Carole Sheffield Time Medical Leave with pay * 1/4	Professor	Political Science	U32	12	\$132,891.47	1/14/13 - 5/3/13	
* Leave without pay after expiration of eligible sick leave and vacation time							
** Leave without pay after expiration of eligible sick leave							
RESIGNATIONS:	Chadd Braine	Assistant Football Coach (PSS4,SC)	Athletics	U15	12	57941.71	1/4/2013
	Robln Lindsay	Sports Information Assistant, (Project Specialist,PT)	Marketing and Public Relations	1	0	\$12.00/hr	10/21/2012
	Suzanne Ogden	Curator of Visual Resources (PSS2,SC)	Art	U24	9	81,216.05	1/4/2013
	Gohar Petrossian	Assistant Professor	Sociology	U22	7	68,413.47	6/30/2013
RETIREMENTS:	Margaret Meth	Director 4, SC	Communication Disorders	D26		92,500.00	2/1/2013
	Louis Poandl	Director 1, SC	Physical Plant Operations	D32		\$150,100.00	4/1/2013
	John Urinyi	Director, CPDC (Dir. 1,SC)	Capital Planning, Design and Construction	D32		\$135,600.00	12/1/2012
PART TIME APPOINTMENT:							
Robert Saal, Marketing and Public Relations, Project Specialist (PT), \$12.00/hr, effective 11/07/2012							
RESCINDED APPOINTMENT:							

William Paterson University Personnel Matters							
Personnel Action	Name	Position	Department	Range	Step	Salary	Effective Date
Tony Speed, Secondary and Middle School Education, Assistant Professor, \$69,617.24, effective 12/31/2012							