

MINUTES

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

Friday, September 25, 2020

The meeting was called to order at 9:00 a.m. in the 1800 Valley Road Board Room. Trustees were both in attendance and participating via virtual platforms due to the ongoing COVID-19 pandemic.

BOARD MEMBERS PRESENT: Mr. Barr (virtual), Mr. Galandak (in-person), Mr. Gruel (virtual), Mr. Guarasci (virtual), Mr. Lenahan (in-person), Mr. Neilley (virtual), Ms. Niro (virtual), Mr. Pesce (virtual), Mr. Seeve (in-person), Mr. Velli (virtual), Dr. Zastocki (virtual), and President Helldobler (in-person).

ABSENT: Ms. Cortez.

OTHERS PRESENT: Senior Vice President Bolyai (in-person), Vice President Boucher-Jarvis (in-person), Vice President Cammarata (in-person), Associate Vice President DeDeo (in-person), Vice President Ferguson (in-person), Vice President Goldstein (in-person), General Counsel Hertzog (virtual), Associate Provost Hill (virtual), Associate Provost Lincoln (virtual), Provost Powers (in-person), Vice President Ross (in-person), Chief of Staff Bannister (in-person), Mrs. Oleski (in-person), 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:

9-20-1 - RESOLUTION, TO MOVE INTO EXECUTIVE SESSION

At approximately 10:55 a.m., the Public Session resumed.

It was moved by Mr. Galandak and seconded by Ms. Niro to adopt the following resolution:

APPROVAL OF MINUTES JUNE 11, 2020, BOARD OF TRUSTEES MEETING:

The minutes of the June 11, 2020, Board Meeting were approved as distributed.

It was moved by Mr. Gruel and seconded by Mr. Lenahan to adopt the following resolution:

APPROVAL OF MINUTES AUGUST 6, 2020, SPECIAL BOARD OF TRUSTEES MEETING:

The minutes of the August 6, 2020, Special Board Meeting were approved as distributed.

CHAIR'S REPORT:

Chair Seeve welcomed everyone to the in-person and virtual meeting and explained that many agenda items had been discussed at the Committee meetings held on September 10, 2020. Mr. Seeve reminded everyone about the Board's request for updates on the Middle States Commission for Higher Education reaccreditation process. He then asked President Helldobler to review an item that was recommended to him by the Personnel and Compensation Committee, as well as the President.

President Helldobler presented a resolution to the Board of Trustees thanking Mr. Patrick DeDeo, Associate Vice President for Governmental Relations and External Affairs, for his service to the University. The President and members of the Cabinet read the resolution honoring Mr. DeDeo. The President then presented him with an honorary, framed resolution and Mr. DeDeo thanked the Board and Cabinet members.

It was moved by Mr. Galandak and seconded by Mr. Neilley to adopt the following resolution:

9-20-2 - RESOLUTION, RECOGNITION OF DISTINGUISHED SERVICE PATRICK DEDEO

The resolution was unanimously adopted.

PRESIDENT'S REPORT:

President Helldobler began his report by discussing the importance of the University's Key Performance Indicators (KPI's). He explained that it was gratifying to be able to move several KPI's from red to green during the pandemic. He continued by reviewing several PowerPoint slides that covered University efforts toward related to diversity and inclusion, along with student and staff career development. He began by discussing five different initiatives that he will be pursuing over the course of the next year. The Diversity Council, composed of selected faculty, staff, and students, will be driving key projects and monitoring the progress of the LGBTQIA+ Needs Assessment Taskforce and the Hispanic Serving Institution Taskforce. He then spoke of the Community Dialogue Series and the President's Diversity Lecture, both of which will aim to increase conversations on race, racism, and other forms of oppression. The President's Diversity Lecture will be an annual event with an audience of students, faculty, staff, alumni, and community members. The USC Equity Institute is an 8-module program that is geared towards senior administrators and faculty members. The program will assist in better equipping the participants to include an equity lens in decision-making and other organizational practices. The final discussion on Diversity and Inclusion dealt with the Campus Climate Report. Vice President Boucher-Jarvis briefly reviewed the process thus far and highlighted important findings. Trustee Pesce thanked the President for his thoughtful approach on this area and stated, "We should be open-minded about learning from this." Trustee Neilley echoed his comments and said, "Progress will pay off in huge dividends in the end." The President stated that he thought the University was getting to a place where we can work together to increase diversity.

During the Career Development portion of the presentation, the President spoke of his trip to the LinkedIn headquarters in San Diego, CA. He reviewed what he found to be some of the challenges facing the University and solutions for those issues. He felt it was critical to note that job candidates on LinkedIn who had a profile and received endorsements from other members were nine times more likely to find a job, and that white employers tend to hire white job candidates. He then asked

Vice President Cammarata to summarize the key career development goals. Dr. Cammarata reviewed several important points and stated they had received an 18.7% response rate to the *Handshake* survey, used to assist in getting more data from students for potential jobs. Vice President Ferguson briefly explained the collaborative initiatives that Institutional Advancement was taking by promoting the *Handshake* program to alumni, along with creating other networks for alumni-student engagement. VP Ferguson stated that they were also looking into creating a LinkedIn group specifically aimed towards connecting students and alumni. President Helldobler concluded by stating that we're switching the "how" we do education to "what" we do with the content of that education. Trustee Pesce mentioned that he thought this could be helpful to employers who are working on diversifying their talent by being an asset to them.

Vice President Ross continued by briefly reviewing his enrollment report. He stated that overall headcount was at 9,635 students for Fall 2020 versus 10,105 in Fall of 2019. Full-time undergraduate numbers had the largest decrease, however, the University is 69 students ahead of goal in terms of transfer students. We also have 788 graduate students enrolled and WP Online exceeded their goal by 27% with a total of 511 students enrolled at the start of the Fall semester.

President Helldobler's written report is included in the Board Materials, and is incorporated into the minutes of this meeting.

MIDDLE STATES COMMISSION ON HIGHER EDUCATION UPDATE:

Chair Seeve asked Associate Provost Hill and Associate Provost Lincoln to give an update on the status of the Middle States Commission on Higher Education reaccreditation process. Dr. Hill stated that the University reaccreditation progress was going well. The Self-Study Draft 3 had been completed and was now out for additional review. Dr. Hill also discussed Campus Labs and mentioned that the Fiscal Year 2020 Academic Assessment results, as well as the University Core Curriculum, had been uploaded in Outcomes. She also mentioned that all University Assessment Committees had been charged and were meeting. Dr. Lincoln briefly reviewed the Team Chair's upcoming virtual visit to campus on November 6 and discussed the delivery of the final self-study draft to the Review Team due in February 2021. He stated that the University's self-study site visit is scheduled for early-mid Spring 2021.

GOVERNMENT AND COMMUNITY AFFAIRS REPORT:

Mr. DeDeo provided his Government Affairs report as part of the Board materials.

FINANCE, AUDIT AND INSTITUTIONAL DEVELOPMENT COMMITTEE REPORT:

Mr. Lenahan reported that the Finance, Audit and Institutional Development Committee met on September 10, 2020.

During the Committee meeting, Committee members first heard from VP Ferguson who described Fiscal Year 2020 as a "banner year for the University". VP Ferguson told the Committee that Institutional Advancement had raised \$8.61M in cash and commitments and nearly \$100,000 was raised for the Student Emergency Fund. She also reminded the Committee of the upcoming annual Golf Outing on October 8.

Executive Vice President Bolyai began his report to the Committee by introducing the new Director of University Budgets and Planning, Mr. Tim Lever. VP Bolyai briefly spoke of the

Controller's Office Audit and stated that it had been handled successfully. He then discussed three resolutions that he asked the Committee to review for presentation to the full Board. VP Ross then summarized his enrollment report. He stated that while overall enrollment is down from last year, the first year to second year retention rate, as well as graduate student numbers, had increased.

The Committee then heard an update presentation from Drs. Hill and Lincoln on the status of the Middle States Commission on Higher Education reaccreditation report. That report was the same in substance as the presentation that they gave at the Board meeting of this day. During the Board meeting, Trustee Lenahan told the Board that the Committee recognizes all of the hard work that has gone into this project and they appreciate everyone's efforts. He then thanked Drs. Hill and Lincoln.

The following resolutions were recommended for approval by the Board:

It was moved by Mr. Seeve and seconded by Ms. Niro to adopt the following resolution:

9-20-3 - RESOLUTION, FISCAL YEAR 2022 CAPITAL BUDGET REQUEST

The resolution was unanimously adopted.

It was moved by Mr. Gruel and seconded by Mr. Galandak to adopt the following resolution:

9-20-4 - RESOLUTION, FISCAL YEAR 2021 BUDGET

The resolution was unanimously adopted.

It was moved by Ms. Niro and seconded by Mr. Galandak to adopt the following resolution:

9-20-5 - RESOLUTION, BID WAIVERS (CONSENT AGENDA)

The resolution was unanimously adopted.

EDUCATIONAL POLICY AND STUDENT DEVELOPMENT COMMITTEE REPORT:

Trustee Pesce discussed the Committee meeting that was held on September 10, 2020. He began his report by first asking Committee members to approve the Committee meeting minutes from May 28, since the quorum was not met at the September 10 meeting. The minutes were approved.

Trustee Pesce continued his report by stating that the Committee heard a brief update from VP Ross on enrollment and retention, which was followed by a presentation from Associate Provosts Hill and Lincoln in regard to the progress towards reaccreditation from Middle States Commission on Higher Education. The Committee also heard from Associate Provost Liautaud-Watkins on the early successes of the University's Will.Power.101 first-year student required course. Associate

Provost Liautaud-Watkins mentioned to the Committee that she felt the advisors and teachers of Will.Power.101 played an important role in the retention improvements from first to second year. Trustee Pesce continued his report by thanking her again and stating that this has been one of the more successful initiatives he has been a part of in his 20-year career as a Trustee.

Trustee Pesce then said the Committee heard a brief summarization by Provost Powers on the success so far of WP Online, including that the program constitutes 28% of all University graduate enrollment. He commended the administration and the faculty for initiating these online offerings.

PERSONNEL AND COMPENSATION COMMITTEE REPORT:

Mr. Neilley reported that the Personnel and Compensation Committee met on September 10, 2020, to review personnel matters brought forth by the administration subsequent to the June 11, 2020 Board Meeting. At the Committee meeting, Ms. Annette Baron and Dr. David Jones reviewed the University's summer professional development program and President Helldobler also presented a resolution to the Committee that would allow him to set the summer schedule regarding the four-day workweek. General Counsel Hertzog discussed ongoing litigation matters.

The following resolution was recommended for approval by the Board:

It was moved by Mr. Galandak and seconded by Ms. Niro to adopt the following resolution:

9-20-6 – RESOLUTION, VARIOUS PERSONNEL MATTERS (CONSENT AGENDA)

The resolution was unanimously adopted.

The following resolution was recommended for approval by the Board:

It was moved by Ms. Niro and seconded by Mr. Lenahan to adopt the following resolution:

9-20-7 – RESOLUTION, FOUR-DAY WORKWEEK

The resolution was unanimously adopted.

NOMINATIONS AND GOVERNANCE COMMITTEE

Mr. Galandak reported that the Nominations and Governance Committee met on September 10, 2020. During the meeting, he discussed the Board Retreat that was held on August 6, by stating that it was a useful way to reflect on the Board's role at the University. Trustee Galandak further reported that the Committee continued talking about recruiting new Board members and have three nominees that were sent to the Governor's Office. He stated that progress is being made in Trenton and we may hear about their appointments soon.

Trustee Galandak then told the Board that due to State statute, the Board needed to elect officers each September. The Committee agreed to suggest to the full Board that the current officers

remain in place for another year. During the Board meeting, a vote was taken by closed ballot for each individual position. In a unanimous vote, all current Board officers were elected to remain in their current positions until September 2021.

OTHER BUSINESS

There being no further business, a motion was made to adjourn the meeting. It was moved and seconded and the meeting was adjourned at 12:26 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Robert Guarasci". The signature is written in a cursive style with a period at the end.

Robert Guarasci, Secretary
William Paterson University
Board of Trustees

RG/ao

APPENDIX 1
MINUTES OF BOARD OF TRUSTEES
SEPTEMBER 25, 2020 MEETING

9-20-1 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.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 25, 2020 meeting.

APPENDIX 2
MINUTES OF BOARD OF TRUSTEES
SEPTEMBER 25, 2020 MEETING

9-20-2

**RESOLUTION, RECOGNITION OF DISTINGUISHED
SERVICE PATRICK DEDEO**

WHEREAS: Patrick DeDeo in his role as Associate Vice President for Governmental Relations and External Affairs has served William Paterson University for fifteen years under President Emeritus Speert, President Emerita Waldron, and President Helldobler, while serving through four different Gubernatorial administrations; and

WHEREAS: Patrick arranged and attended numerous meetings and events with elected officials throughout the state, in Trenton, Paterson, Newark, and Wayne, with the Presidents or as a representative of William Paterson University; and

WHEREAS: Patrick was always willing to help, participate in town fairs or catch that early morning Chamber of Commerce train ride; and

WHEREAS: Patrick knows the staff of every influential Democratic or Republican legislator and he was able to arrange for William Paterson to meet with any member of the Legislature on key issues; and

WHEREAS: Patrick was instrumental in bringing to William Paterson University three New Jersey state sanctioned Gubernatorial debates, in 2009, 2013 & 2017, which aired on FOX in 2009, and CBS Television and Radio in 2013 and 2017; and

WHEREAS: through his successes, his work became critical to the operations of the University, so much so that he was asked to join the President's Cabinet; and

WHEREAS: Patrick taught at William Paterson University for over ten years in both the Political Science and Communication department; and

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 25, 2020 meeting.

WHEREAS:

while in Governmental Relations one cannot help but be bombarded by bluster within political circles, Patrick remained respectful but unimpressed by anything but action; therefore

BE IT RESOLVED:

on this day, the twenty-fifth day of September in the year of 2020, the Board of Trustees of the William Paterson University of New Jersey issue this proclamation thanking and publicly acknowledging Mr. Patrick DeDeo, for his significant contribution to the growth of William Paterson University during his fifteen years of service and wish him well in his future endeavors.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 25, 2020 meeting.

APPENDIX 3
MINUTES OF BOARD OF TRUSTEES
SEPTEMBER 25, 2020 MEETING

9-20-3

**RESOLUTION, FISCAL YEAR 2022 CAPITAL BUDGET
REQUEST**

RESOLVED: That the Board of Trustees of William Paterson University approves transmittal of the Fiscal Year 2022 seven-year Capital Budget Request to the Department of Treasury. The 2022 General Funds request is for \$28,271,000.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 25, 2020 meeting.

APPENDIX 4
MINUTES OF BOARD OF TRUSTEES
SEPTEMBER 25, 2020 MEETING

9-20-4 RESOLUTION, FISCAL YEAR 2021 BUDGET

WHEREAS: State Colleges and Universities have been authorized to establish revenue and expense budget projections for the 2020/2021 fiscal year; and

WHEREAS: The University prepared a Spending Plan for FY 2021 based on State appropriation and tuition increases which projects revenues at \$229,869,000 and expenditures at \$229,869,000 including funds designated for current and future capital and maintenance projects; and

WHEREAS: The Finance, Audit and Institutional Development Committee has reviewed the FY 2021 revenue and expense projections and recommends its acceptance with the knowledge it is subject to adjustment based on future changes in enrollment and other factors affecting revenues and expenses; therefore, be it

RESOLVED: That the Board of Trustees of William Paterson University of New Jersey does hereby accept the FY 2021 Revenue and Expense Budget as presented by the University's administration.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 25, 2020 meeting.

APPENDIX 5
MINUTES OF BOARD OF TRUSTEES
SEPTEMBER 25, 2020 MEETING

9-20-5 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 \$34,400, 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 Law requires that such waivers shall be approved by the Board of Trustees, and

WHEREAS: At its meeting of September 10, 2020, 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

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 25, 2020 meeting.

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

VENDOR	AMOUNT NOT TO EXCEED
Azorus	\$55,000 for FY 2021
Bruker BioSpin Corp.	\$125,000 for the three-year period FY 2021, FY 2022, and FY 2023
College Board	\$50,000 per year for FY 2021, FY 2022, and FY 2023
EBSCO	\$70,000 for FY 2021 \$75,000 for FY 2022
ECSI RecoverySelect	\$156,000 per year for FY 2021, FY 2022, and FY 2023
ITHAKA / JStor	\$61,000 for FY 2021 \$70,000 for FY 2022
NCS Pearson	\$47,000 per year for FY 2021, FY 2022, and FY 2023
OCLC	\$78,000 for FY 2021 \$90,000 for FY 2022
ProQuest Information and Learning	\$307,000 for FY 2021 \$353,000 for FY 2022
ReachLocal, Inc.	Increase amount from \$73,200 to \$122,000 for FY 2021
Science Direct / Elsevier	\$189,000 for FY 2021 \$199,000 for FY 2022
The Equity Institute	\$40,000 for FY 2021
Tutor.com	Increase amount to \$77,000 for FY 2021; \$77,000 for FY 2022 \$77,000 for FY 2023
Westchester Academic Library Directors Organization	\$140,000 for FY 2021 \$168,000 for FY 2022
Wolters Kluwer	\$41,000 for FY 2021 \$47,000 for FY 2022

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 25, 2020 meeting.

APPENDIX 5
MINUTES OF BOARD OF TRUSTEES
SEPTEMBER 25, 2020 MEETING

BID WAIVER, AZORUS

- 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 \$34,400; 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 to utilize this company's new student recruitment software with related services; and
- WHEREAS: The purchase of this service is exempted from public bidding pursuant to N.J.S.A. 18A:64-56 a.(19); and
- WHEREAS: The Senior 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 his designee be authorized to enter into an agreement with Azorus, of Halifax, Nova Scotia, in an amount not to exceed \$55,000 for Fiscal Year 2021.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 25, 2020 meeting.

APPENDIX 5
MINUTES OF BOARD OF TRUSTEES
SEPTEMBER 25, 2020 MEETING

BID WAIVER, BRUKER BIOSPIN CORP.

- 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 \$34,400; 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 service contract renewals for scientific equipment; and
- WHEREAS: The purchase of this service is exempted from public bidding pursuant to N.J.S.A. 18A:64-56 a.(3); and
- WHEREAS: The Senior 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 his designee be authorized to enter into a three-year agreement with Bruker BioSpin Corp., of Billerica, Massachusetts, in an amount not to exceed \$125,000 for the three-year period Fiscal Year 2021, Fiscal Year 2022 and Fiscal Year 2023.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 25, 2020 meeting.

APPENDIX 5
MINUTES OF BOARD OF TRUSTEES
SEPTEMBER 25, 2020 MEETING

BID WAIVER, COLLEGE BOARD

- 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 \$34,400; 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 lists of high school students who have taken entrance exams for the purpose of recruiting them to enroll here for Undergraduate Admissions; and
- WHEREAS: The purchase of these services is exempted from public bidding pursuant to N.J.S.A. 18A:64-56 a.(3); and
- WHEREAS: The Senior 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 his designee be authorized to enter into an agreement with College Board, of Bala Cynwyd, Pennsylvania, in an amount not to exceed \$50,000 per year for Fiscal Year 2021, Fiscal Year 2022 and Fiscal Year 2023.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 25, 2020 meeting.

APPENDIX 5
MINUTES OF BOARD OF TRUSTEES
SEPTEMBER 25, 2020 MEETING

BID WAIVER, EBSCO

- 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 \$34,400; 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 services related to EBSCO's database products; and
- WHEREAS: The purchase of this service is exempted from public bidding pursuant to N.J.S.A. 18A:64-56 a.(6); and
- WHEREAS: The Senior 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 his designee be authorized to enter into an agreement with EBSCO, of Birmingham, Alabama, in an amount not to exceed \$70,000 for Fiscal Year 2021 and \$75,000 for Fiscal Year 2022.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 25, 2020 meeting.

APPENDIX 5
MINUTES OF BOARD OF TRUSTEES
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BID WAIVER, ECSI RECOVERYSELECT

- 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 \$34,400; 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 provide additional services to manage student financial obligations to the University; and
- WHEREAS: The purchase of this service is exempted from public bidding pursuant to N.J.S.A. 18A:64-56 a.(14); and
- WHEREAS: The Senior 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 his designee be authorized to enter into an agreement with ECSI RecoverySelect, of Coraopolis, Pennsylvania, in an amount not to exceed \$156,000 per year for Fiscal Year 2021, Fiscal Year 2022 and Fiscal Year 2023.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 25, 2020 meeting.

APPENDIX 5
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BID WAIVER, ITHAKA / JSTOR

- 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 \$34,400; 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 specialized journal subscriptions only available from this non-profit; and
- WHEREAS: The purchase of this service is exempted from public bidding pursuant to N.J.S.A. 18A:64-56 a.(6); and
- WHEREAS: The Senior 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 his designee be authorized to enter into an agreement with ITHAKA / JStor, of New York, New York, in an amount not to exceed \$61,000 for Fiscal Year 2021 and \$70,000 for Fiscal Year 2022.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 25, 2020 meeting.

APPENDIX 5
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BID WAIVER, NCS PEARSON

- 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 \$34,400; 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 purchase for all College of Education students a State-mandated, performance-based, subject-specific assessment tool, only available from this vendor, which measures aspiring teacher readiness; and
- WHEREAS: The purchase of these services is exempted from public bidding pursuant to N.J.S.A. 18A:64-56 a.(3); and
- WHEREAS: The Senior 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 his designee be authorized to enter into an agreement with NCS Pearson, of Amherst, Massachusetts, in an amount not to exceed \$47,000 per year for Fiscal Year 2021, Fiscal Year 2022 and Fiscal Year 2023.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 25, 2020 meeting.

APPENDIX 5
MINUTES OF BOARD OF TRUSTEES
SEPTEMBER 25, 2020 MEETING

BID WAIVER, OCLC

- 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 \$34,400; 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 provide various databases and library materials provided by this library cooperative; and
- WHEREAS: The purchase of this service is exempted from public bidding pursuant to N.J.S.A. 18A:64-56 a.(6); and
- WHEREAS: The Senior 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 his designee be authorized to enter into an agreement with OCLC, of Dublin, Ohio, in an amount not to exceed \$78,000 for Fiscal Year 2021 and \$90,000 for Fiscal Year 2022.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 25, 2020 meeting.

APPENDIX 5
MINUTES OF BOARD OF TRUSTEES
SEPTEMBER 25, 2020 MEETING

BID WAIVER, PROQUEST INFORMATION AND LEARNING

- 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 \$34,400; 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 purchase microforms, indexes, electronic databases and, with their recent acquisition of Ex Libris, the need to maintain the license agreement for the Library's integrated library system; and
- WHEREAS: The purchase of this service is exempted from public bidding pursuant to N.J.S.A. 18A:64-56 a.(6); and
- WHEREAS: The Senior 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 his designee be authorized to enter into an agreement with ProQuest Information and Learning, of Chicago, Illinois, in an amount not to exceed \$307,000 for Fiscal Year 2021 and \$353,000 for Fiscal Year 2022.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 25, 2020 meeting.

APPENDIX 5
MINUTES OF BOARD OF TRUSTEES
SEPTEMBER 25, 2020 MEETING

BID WAIVER, REACHLOCAL, INC.

- 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 \$34,400; 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 marketing and advertising services for the recruitment of students for the School of Continuing and Professional Education and our Mercer County College program; and
- WHEREAS: The purchase of this service is exempted from public bidding pursuant to N.J.S.A. 18A:64-56 a.(20); and
- WHEREAS: The Senior 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 his designee be authorized to increase the amount for ReachLocal, Inc., of New York, New York, from \$73,200 to \$122,000 for Fiscal Year 2021.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 25, 2020 meeting.

APPENDIX 5
MINUTES OF BOARD OF TRUSTEES
SEPTEMBER 25, 2020 MEETING

BID WAIVER, SCIENCE DIRECT / ELSEVIER

- 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 \$34,400; 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 services related to electronic journals and database products; and
- WHEREAS: The purchase of this service is exempted from public bidding pursuant to N.J.S.A. 18A:64-56 a.(6); and
- WHEREAS: The Senior 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 his designee be authorized to enter into an agreement with Science Direct / Elsevier of New York, New York, in an amount not to exceed \$189,000 for Fiscal Year 2021 and \$199,000 for Fiscal Year 2022.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 25, 2020 meeting.

APPENDIX 5
MINUTES OF BOARD OF TRUSTEES
SEPTEMBER 25, 2020 MEETING

BID WAIVER, THE EQUITY INSTITUTE

- 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 \$34,400; 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 the service of this unique institute to provide curriculum and training in inclusion and diversity for senior higher education leadership; 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 Senior 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 his designee be authorized to enter into an agreement with The Equity Institute, of Los Angeles, California, in an amount not to exceed \$40,000 for Fiscal Year 2021.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 25, 2020 meeting.

APPENDIX 5
MINUTES OF BOARD OF TRUSTEES
SEPTEMBER 25, 2020 MEETING

BID WAIVER, TUTOR.COM

- 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 \$34,400; 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 to provide on-line tutoring services to our students; and
- WHEREAS: The purchase of this service is exempted from public bidding pursuant to N.J.S.A. 18A:64-56 a.(19); and
- WHEREAS: The Senior 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 his designee be authorized to increase the amount for Tutor.com, of New York, New York, to \$77,000 for Fiscal Year 2021 and to enter into an agreement with Tutor.com in an amount not to exceed \$77,000 for Fiscal Year 2022 and \$77,000 for Fiscal Year 2023.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 25, 2020 meeting.

APPENDIX 5
MINUTES OF BOARD OF TRUSTEES
SEPTEMBER 25, 2020 MEETING

**BID WAIVER, WESTCHESTER ACADEMIC LIBRARY
DIRECTORS ORGANIZATION**

- 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 \$34,400; 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 services related to electronic journals, e-books and database products; and
- WHEREAS: The purchase of this service is exempted from public bidding pursuant to N.J.S.A. 18A:64-56 a.(6); and
- WHEREAS: The Senior 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 his designee be authorized to enter into an agreement with Westchester Academic Library Directors Organization, of Mount Kisco, New York, in an amount not to exceed \$140,000 for Fiscal Year 2021 and \$168,000 for Fiscal Year 2022.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 25, 2020 meeting.

APPENDIX 5
MINUTES OF BOARD OF TRUSTEES
SEPTEMBER 25, 2020 MEETING

BID WAIVER, WOLTERS KLUWER

- 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 \$34,400; 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 accounting and tax-related databases; and
- WHEREAS: The purchase of this service is exempted from public bidding pursuant to N.J.S.A. 18A:64-56 a.(6); and
- WHEREAS: The Senior 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 his designee be authorized to enter into an agreement with Wolters Kluwer, of Carol Stream, Illinois, in an amount not to exceed \$41,000 for Fiscal Year 2021 and \$47,000 for Fiscal Year 2022.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 25, 2020 meeting.

APPENDIX 6
MINUTES OF BOARD OF TRUSTEES
SEPTEMBER 25, 2020 MEETING

9-20-6

**RESOLUTION, VARIOUS PERSONNEL MATTERS
(CONSENT AGENDA)**

RESOLVED: That the Board of Trustees approves the various personnel matters as recommended by the President including Fall 2020 adjunct assignments, Fall 2020 overload assignments, Fall 2020 master tutor budget, graduate assistantship appointments, appointments, temporary 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.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 25, 2020 meeting.



MEMORANDUM

TO: Personnel and Compensation Committee

FROM: Dr. Shelley A. Bannister, Chief of Staff to the President and Board of Trustees

RE: Executive Summary – Personnel Actions

DATE: September 3, 2020

Included for Committee review are the following personnel actions and a resolution approving the various personnel actions taken by the University.

1) **Resolution, Various Personnel Matters (Consent Agenda)**

2) **Fall 2020 Adjunct Assignments Report**

3) **Fall 2020 Overload Assignments Report**

4) **Graduate Assistantship Appointments**

Academic Affairs has provided a list of continuing and new Graduate Assistantships, along with a list of graduate students whose assistantships have ended, either due to their completion of their graduate studies, or for other reasons. The costs vary for these positions and cannot be simply enumerated. Additionally they provide services to the University and to academic departments.

5) **Fall 2020 Master Tutor Budget**

The Academic Success Center has provided a list of thirteen tutors who will provide instructional support to students in the following academic disciplines: Mathematics, Physics, Italian, Spanish, French, Reading Comprehension, ESL, Grammar, Anthropology, Sociology, History, Philosophy, Geography, Psychology, Political Science, Criminal Justice, and Paralegal Studies. The total maximum cost for the tutors is \$34,132.00.

6) **Various Personnel Matters**

The spreadsheet shows personnel matters at the University that have been effected since the last Board Meeting on June 11, 2020, including appointments, temporary appointments, re-appointments, leaves of absence, resignations, retirements, and change in employment status.

Administrative and Faculty Appointments

Since the Board of Trustees last met, the University has made three administrative hires. There are two NTTP 2 (Lecturer 2) in the English Department and an Academic Services Specialist in the Honors College.

Total Cost: \$193,173.66

Temporary Appointments

The University has made five temporary hires for this academic year – one Project Specialist in Human Resources, one Assistant Professor in the Music Department, one Interim Associate Dean in the Cotsakos College of Business, one Assistant Professor in the Sociology Department, and one Director of Coalition & Prevention Services in Counseling, Health, and Wellness.

The salaries for these positions = \$489,347.11

Leaves of Absence

This academic year we have one faculty member on personal leave and two faculty members on medical leave.

Total cost for the academic year = \$357,924.76

							FOR ACTION BY THE BOARD OF TRUSTEES AT THE SEPTEMBER 25, 2020 MEETING
William Paterson University Personnel Matters							
Personnel Action	Name	Position	Department	Range	Step	Salary	Effective Date
APPOINTMENT:	Robert Greco	NTPP 2 (Lecturer 2)	English	U20	9	72,345.69	8/15/2020
	Nanette Moss	Academic Services Specialist (PSS4, SC)	Honors College	U18	5	56,236.20	8/1/2020
	Jason Myers	NTPP 2 (Lecturer 2)	English	U20	6	64,591.77	8/15/2020
APPOINTMENT - TEMPORARY:	Annette Baron	Project Specialist (Temporary)	Human Resources			50,000.00	9/1/20 - 6/30/21
	Carl Bolleia	Assistant Professor (One Year Only)	Music	U22	10	82,609.50	08/24/20 - 6/22/21
	Martin Gritsch	Interim Associate Dean (Assoc. Dean)	College of Business	D33		198,500.00	7/1/20 - 6/30/21
	Kevin Keogan	Assistant Professor (One Year Only)	Sociology	U20	7	67,176.40	8/24/20 - 6/22/21
	Sherrine Schuldt	Dir. Of Coalition & Prevention Svcs. for United for Prevention in PCnty (PSS2, SC)	Counseling, Health and Wellness	U24	10	91,061.21	7/1/20 - 6/30/21
LEAVE OF ABSENCE:	Michele Cascardi Personal Leave	Professor	Psychology	U33	8	113,637.72	9/1/20 - 6/30/21
	Gloria Leventhal Medical Leave	Professor	Psychology	U32	12	143,864.47	8/24/20 - 11/25/20
	Natalie (Obrecht) Lindemann Medical Leave	Associate Professor	Psychology	U26	10	100,422.57	4/11/20 - 5/31/20
REAPPOINTMENT:	Francisco Colon	Assistant Director (PSS3, SC)	Graduate Admissions and Enrollment Services	U21	5	65,112.63	7/1/20 - 6/30/21
RESIGNATION:	Liane Robertson	Associate Professor	English	U26	10	100,422.57	6/30/2020
RETIREMENT:	Neil Kalb	Program Assistant (PSS3, SC)	Nursing	U21	12	84,116.66	6/30/2020
	Sung La	Professor	Physics	U30	12	130,472.46	6/30/2020
	Elaine Lorenz	Associate Professor	Art	U26	12	107,350.35	6/30/2020
	Stephen Marcone	Professor	Music	U32	12	143,864.47	6/30/2020
DEPARTMENT CHANGE:							
Lawrence Mbogoni, Professor, from Africana World Studies to History, effective 8/24/20							
PART TIME APPOINTMENT:							
Mario Charles, Library, Reference Librarian (Librarian 3), U22, \$42.11 hr., effective 7/1/20 - 6/30/21							
Catherine Dodwell, Library, Reference Librarian (Librarian 3), U22, \$48.33 hr., effective 7/1/20 - 6/30/21							
Kathleen Grimshaw Haven, Library, Reference Librarian (Librarian 3), U22, \$42.11 hr., effective 7/1/20 - 6/30/21							

							FOR ACTION BY THE BOARD OF TRUSTEES AT THE SEPTEMBER 25, 2020 MEETING
William Paterson University Personnel Matters							
Personnel Action	Name	Position	Department	Range	Step	Salary	Effective Date
PROMOTIONS:							
Daniel Baker, Undergraduate Admissions, from Assist. Dir. of Admissions (Asst. Dir. 2, SC), U24, \$81,643.88 to Assoc. Dir., University Admissions Events and Operations (Assoc. Dir. 3, SC), D25, \$88,000.00, eff. 8/1/2020							
Michelle DeMartino, Undergraduate Admissions, from Assist. Dir. of Admissions (Asst. Dir. 2, SC), U24, \$87,922.15 to Assoc. Dir., University Admissions Communications (Assoc. Dir. 3, SC), D25, \$92,318.00, eff. 8/1/2020							
Melissa Matera, Undergraduate Admissions, from Assoc. Dir. of Admissions (Assoc. Dir. 2, SC), U27, \$93,900.00 to Sr. Assoc. Dir., University Admissions (Dir. 3, SC), D28, \$100,900.00, effective 8/1/2020							

APPENDIX 7
MINUTES OF BOARD OF TRUSTEES
SEPTEMBER 25, 2020 MEETING

9-20-7 RESOLUTION, FOUR-DAY WORKWEEK

WHEREAS: The University has implemented a four-day workweek program beginning in Summer of 1997 and

WHEREAS: A review indicates that a four-day workweek will be beneficial and feasible at the President's discretion on an annual basis; therefore, be it

RESOLVED: That the President be authorized to implement a four-day work schedule, according to their discretion and without further Board Approval annually beginning with the Summer 2021.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 25, 2020 meeting.