

MINUTES

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

Friday, November 18, 2022

The meeting was called to order at 9:03 a.m. in the 1800 Valley Road Board Room. Trustees were both in attendance and participating via virtual platform.

BOARD MEMBERS PRESENT: Mr. Guarasci (virtual), Mr. Lenahan, Ms. McDowell (virtual), Mr. Neilley (virtual), Ms. Niro (virtual), Mr. Pesce (virtual), Ms. Rodriguez (virtual), Ms. Scipio, Mr. Seeve, Mr. Taylor (virtual), Dr. Zastocki (virtual), and President Helldobler.

ABSENT: Ms. Cortez, Mr. Galandak, Mr. Gruel, Mr. Velli.

OTHERS PRESENT: Interim Chief Information Officer Dr. Bartle, Interim Chief Financial Officer Bolyai, Vice President Boucher-Jarvis, Vice President Dr. Cammarata, Vice President Dr. de Veyga, Vice President Ferguson, Associate Vice President Garvey, Vice President Goldstein, Chief of Staff Mc Laughlin Vignier, Provost Dr. Powers, General Counsel Reardon Henry, Ms. Oleski, 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 in advance 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:

11-22-1 - RESOLUTION, TO MOVE INTO EXECUTIVE SESSION

At approximately 11:02 a.m., the Public Session resumed.

Chair Seeve welcomed everyone to the in-person and virtual meeting and thanked members of the University community who have participated in the governance of the University by attending the Board meeting. Mr. Seeve reported that there were no requests for public comment.

Chair Seeve then read the University's Land Acknowledgment.

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

APPROVAL OF MINUTES SEPTEMBER 16, 2022, BOARD OF TRUSTEES MEETING:

The minutes of the September 16, 2022, Board Meeting were approved as distributed.

CHAIR'S REPORT:

Chair Seeve began his report by reviewing a reminder presented to him by Trustee Guarasci that

as trustees, it is important to note that we have faced unprecedented challenges over the last couple of years. He noted that many difficult decisions have been made in consultation with the Administration to ensure that the University remains financially healthy in light of the challenges. He reported that we have adopted responsible budgets in order to maintain a strong fiscal position and we continue to do so as circumstances require.

Mr. Seeve explained that many agenda items had been reviewed at the Committee meetings held on November 3, 2022. He stated that questions were answered on several issues that then end up on our agenda for the Board meeting and provided a brief report on each of the Committee meetings. He mentioned the presentation from Baker Tilly, University auditor, given at the Finance, Audit, and Institutional Development Committee meeting, along with a report from the Chief Financial Officer on the University's budget. The Committee also received an update from Chief Information Officer Bartle on the Workday ERP, a presentation from Interim Enrollment Management Vice President de Veyga on the preliminary Census for Fall 2022, a report from Vice President Ferguson on Institutional Advancement, and they reviewed the bid waivers presented. Mr. Seeve noted that the Educational Policy and Student Development Committee heard a presentation on retention from Vice President of Student Development Cammarata and VP de Veyga and a report from the Provost's Office on WP Online undergraduate and graduate programs. He stated that the Personnel and Compensation Committee reviewed other topics related to confidential personnel matters and the Nominations and Governance Committee discussed updates on matters before the State legislators in Trenton.

Mr. Seeve explained that President Helldobler communicates on a regular basis with the Board and continues to be transparent and consistent. He stated that the President advises trustees of campus highlights and activities revolving around our students, faculty, and staff, as well as those issues that continue to be challenging in terms of enrollments, budgets, and layoffs. Mr. Seeve reported that the Board remains confident in President Helldobler and the Cabinet to guide us through these difficult times.

PRESIDENT'S REPORT:

President Helldobler began his report by thanking Dr. Mark Ellis, Professor, Sociology and Criminal Justice, as well as all the trustees and Dr. Susanna Tardi, Professor and AFT President, for their work with the Administration to advocate for additional funding for the University. He stated that we need to keep continue our advocacy efforts and we're hoping to see a favorable resolution early next year. The President noted that his full written report was included in the materials for this meeting.

He mentioned the activities surrounding Indigenous People's Day, including a performance by the Thunderbird American Indian Dancers, who are committed to preserving the culture and traditions of American Indian peoples. The President spoke of the keynote address by Mr. Ty Ellis, Nanticoke Lenni-Lenape Tribal Nation of New Jersey Pow Wow and Program Coordinator, Economic Development Chairman, and Tribal Youth Adult Advocate on November 1, marking the 2nd Annual Indigenous and Native American Celebration on campus. President Helldobler mentioned the 11th Annual multidisciplinary "Contexts" conference, "Access USA: Generational Change and the Evolving American Dream" event, hosted by the College of Arts, Humanities, and Social Sciences. He stated that the event included two panel sessions and a keynote address by Ms. Julissa Arce, best-selling author and social justice and immigrant rights advocate. He continued his report by noting the 24th Annual Scholarship dinner held last week, where the University's generous

scholarship donors had the opportunity to meet with many of the wonderful students who benefit from their support. He noted that the Pesce Family Mentoring Institute Fall Dinner was held last night and thanked Trustee Pesce, his wife Henrietta, and their children Michael and Katie, who made the Center possible. He thanked everyone who was able to be a part of these two very important events.

The President reported that William Paterson was recognized with a "We Value Our Veterans" Community award that he accepted on behalf of the University during a ceremony held on Veteran's Day. He noted that the ceremony was held at the New Jersey Vietnam Veteran's Memorial in Holmdel with Governor Murphy and Brigadier General Lisa J. Hou, D.O., Adjutant General of the NJ Department of Military and Veterans Affairs. He also spoke of the campus activities held for Veteran's Week including the traditional Flag Planting ceremony.

President Helldobler recognized several student achievements, including Mr. Tyler Sanchez who is 1 of 30 students nationwide, selected for the American Heart Association's Hispanic Serving Institutions (HSI) Scholarship Program. The President stated that this scholarship program supports promising undergraduate students who are committed to reducing health inequities in Latino communities. He noted that as of November 9, six Fall sport Pioneer athletes have earned all-conference laurels, including graduate student Ms. Megan Hoopes, who was a member of the All-New Jersey Athletic Conference (NJAC) Field Hockey team. President Helldobler also mentioned Mr. Alfredo Rojas and Mr. Diego Navas, who were named to the All-NJAC Men's Soccer Second team, Mr. Opeoluwa Olaloko (men's soccer), Ms. Paola Molina (volleyball), and Ms. Erin Clark (women's soccer), who were honorable-mention all-NJAC selections.

The President concluded his report by speaking of Dr. de Veyga, Vice President for Strategic Initiatives and University Relations, and his work serving as a political analyst for WCBS-TV's coverage of the mid-term elections. He noted that this was the second time Dr. de Veyga had served in this capacity, and his involvement stems from the long-standing relationship between the University and WCBS that began when we hosted and produced two gubernatorial debates with that media outlet.

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

EXECUTIVE COMMITTEE REPORT:

Chief of Staff Mc Laughlin Vignier briefly reported on the action items that took place at the Executive Committee meetings held on September 29, 2022, and October 11, 2022. She stated that on September 29, Committee members were provided with an amended resolution (9-22-7) for the Granting of Emeritus Status, where a faculty member, Ms. Deborah Pluss, Library, was inadvertently left off the list. She reported that on October 11, Committee members were presented with an amended resolution (9-22-3) for the Establishment of Digital Resources Access Fee, where two additional Tiers were included.

She reported that the Committee reviewed and approved both amended resolutions.

ENROLLMENT UPDATE:

Interim Vice President for Enrollment Management de Veyga presented the post-mortem Census data. He began his report by briefly reviewing the summary slide of his presentation and noted the all University headcount of 9,921. He stated that this time last year the University was at

9,949, and we're now just shy of our Fall 2022 goal of 10,079. He noted that the final headcount is inclusive of WP Online and main campus students and our graduate headcount saw an increase to 2,629 students, putting us over the goal of 2,333 students. Dr. de Veyga reported that the main campus headcount number of 7,162 was a decrease from this time last year when the main campus headcount was at 8,184 students and noted this is the main reason why the University is down in the budget. He explained that WP Online saw more growth and exceeded our goal of 2,312 students with a Census II number of 2,759 students. He stated that the four-year graduation rate is down to 26.1% and our social mobility index also decreased in ranking to 65 from 44, however not as many schools are being considered. Dr. de Veyga highlighted that the main campus headcount is the driver of the budget and we saw almost a 10% decrease in those numbers. He presented information on the full-time first-year class from Fall 2001 to Fall 2022, demonstrating that Fall 2021 did not have great numbers, but he stated there's no reason why we can't go back to where we were.

President Helldobler noted that we are beginning to see admissions come back in different ways and the application pool is indicative of that. The President stated that there are predominantly graduate students in full-time enrollment and women of color are predominant in undergraduate programs. He mentioned the need to correct and stabilize the traditional first-year enrollment and that he, VP de Veyga, and Mr. Stephen Quinn, Associate Vice President for University Admissions, are working together on how to utilize funds for enrollment. President Helldobler stated that the future looks brighter with this process. VP de Veyga thanked all faculty and staff for their participation at the Open House.

Mr. Seeve explained that the President keeps the Board updated on enrollment changes on a weekly basis and that this is something Board members are particularly attuned to. He thanked the enrollment division and everyone that supports the recruitment and retention of our students through academic support or working with them outside the classroom, to ensure they have the best experience possible at William Paterson.

UNIVERSITY STRATEGIC PLAN UPDATE:

President Helldobler provided a brief update on the progress of the University's Strategic Plan. He informed the Board that teams and area leaders have all been charged and are working on the first-year plan. He noted that there is a Cabinet member lead in all areas and an assessment person for each pillar of the plan. He stated that there would be a preliminary update on the Strategic Plan at the March 2023 Board meeting.

Mr. Seeve acknowledged the hard work members of the university community have done thus far contributing to the Strategic Plan. He stated that the Board is looking forward to the next update on the progress of the implementation phase.

GOVERNMENT AND COMMUNITY AFFAIRS REPORT:

Vice President de Veyga provided his Government Affairs report as part of the Board materials. He stated that the election results included in his report have been finalized and the Senate has been held by the Democratic party and the House has gone to the Republicans. Mr. Seeve thanked Dr. de Veyga for his report.

FINANCE, AUDIT AND INSTITUTIONAL DEVELOPMENT COMMITTEE REPORT:

Mr. Lenahan reported that the Finance, Audit, and Institutional Development Committee met on November 3, 2022. He noted that the Committee met privately with internal auditor, Ms. Ellen

Caravella, prior to the meeting.

Mr. Lenahan complimented the work done to prepare for the Committee meeting, so appropriate consideration can be taken on the issues brought before it and make informed decisions. He introduced Ms. Andrea Caladie from Baker Tilly who attended virtually to provide a summary of the independent auditor's report. Ms. Caladie stated that they were still in the process of completing the report, as they are waiting on GASB-87 data from the State. She noted that this information would not affect the bottom line. Ms. Caladie reported that they are issuing an unmodified opinion and did not find any weaknesses or signs of deficiencies. President Helldobler mentioned that we did not receive the GASB-87 information from the State until March this past year, but as soon as we get the final numbers the final audit will be posted. Mr. Lenahan thanked Ms. Caladie, Baker Tilly, and the financial team for handling the complicated audit process.

The following resolutions were recommended for approval by the Board:

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

11-22-2 – RESOLUTION, EXTERNAL AUDIT – FISCAL YEAR 2022

The resolution was unanimously adopted.

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

11-22-3 – RESOLUTION, BID WAIVER, PROCUREMENT OF LEGAL SERVICES – STATE OF NEW JERSEY, DIVISION OF LAW

The resolution was unanimously adopted.

Mr. Lenahan noted the departure of Mr. Tim Lever, Associate Vice President and Chief Financial Officer, and explained that the University needed to update the Delegation of Authority resolution to ensure continuity of daily operational activities.

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:

11-22-4 – RESOLUTION, DELEGATION OF AUTHORITY

The resolution was unanimously adopted.

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

11-22-5 – RESOLUTION, BID WAIVERS (CONSENT AGENDA)

The resolution was unanimously adopted.

Mr. Seeve thanked Mr. Lenahan for his report.

EDUCATIONAL POLICY AND STUDENT DEVELOPMENT COMMITTEE REPORT:

Mr. Pesce reported that the Educational Policy and Student Development Committee met on November 3, 2022. He stated that Vice President Cammarata and Vice President de Veyga provided the Committee with a presentation on retention, which demonstrated an improvement to 71.5% for first-time full-time students for Fiscal Year 2021. He noted that these reports were the most comprehensive, data-driven presentations he has seen in his tenure on the Board of Trustees and mentioned that this was a testament to President Helldobler's leadership and transparency. He reported that VP de Veyga also provided an update on enrollment and briefly spoke of the presentation to the Committee on WP Online undergraduate and graduate programs provided by Dr. Kara Rabbitt, Associate Provost for Academic Initiatives, and Dr. Joshua Powers, Provost and Senior Vice President for Academic Affairs.

The following resolution was recommended for approval by the Board:

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

11-22-6 – RESOLUTION, CONFERRING OF DEGREES – JANUARY 2023

The resolution was unanimously adopted.

Mr. Seeve thanked Mr. Pesce for his report.

PERSONNEL AND COMPENSATION COMMITTEE REPORT:

Mr. Neilley stated that the Personnel and Compensation Committee met on November 3, 2022, and reviewed personnel matters brought forth by the administration subsequent to the September 16, 2022, Board meeting. He noted that the Committee meeting was open to all Board and Cabinet members who are involved in personnel decisions. Mr. Neilley mentioned that two resolutions were put forward to the full Board for approval at today's meeting, including various personnel matters and an amendment to the Granting of Emeritus status, September 16, 2022, where faculty member, Dr. Holly Seplocha, Early Childhood Education, Literacy, was inadvertently left off the list. Mr. Neilley stated that General Counsel Reardon Henry briefly discussed ongoing litigation matters.

The following resolutions were recommended for approval by the Board:

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

11-22-7 – RESOLUTION, VARIOUS PERSONNEL MATTERS (CONSENT AGENDA)

The resolution was unanimously adopted.

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

AMENDMENT TO 9-22-7 – RESOLUTION, GRANTING OF EMERITUS STATUS,
SEPTEMBER 16, 2022

The resolution was unanimously adopted.

Mr. Seeve thanked Mr. Neilley for his report.

NOMINATIONS AND GOVERNANCE COMMITTEE

Ms. Niro presented the Nominations and Governance Committee report on behalf of Committee Chair, Mr. Galandak, who was absent from the Board meeting today. She reported that the Committee met on November 3, 2022, where members heard from VP de Veyga regarding the delay in decisions regarding JBOC (Joint Budget Oversight Committee) funding from the State of New Jersey.

Mr. Seeve thanked Ms. Niro for her report.

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 11:36 a.m.

Respectfully submitted,



Robert Guarasci, Secretary
William Paterson University
Board of Trustees

RG/ao

APPENDIX 1
MINUTES OF BOARD OF TRUSTEES
NOVEMBER 18, 2022 MEETING

11-22-1 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 November 18, 2022 meeting.

FOR ACTION BY THE
BOARD OF TRUSTEES AT THE
SEPTEMBER 16, 2022 MEETING

9-22-7

**RESOLUTION, GRANTING OF EMERITUS STATUS,
SEPTEMBER 16, 2022**

- WHEREAS: In recognition of distinguished service to William Paterson University, the Board of Trustees may bestow emeritus status on faculty who retire in good standing from the University after ten years of service as of September 1, 2022; and
- WHEREAS: The President has verified the credentials of these faculty and recommends that emeritus status be granted in recognition of their distinguished service; and
- WHEREAS: The Personnel and Compensation Committee has reviewed the list and concurs with the President's recommendation on the award of emeritus status; therefore
- BE IT RESOLVED: That the Board of Trustees of The William Paterson University of New Jersey grants emeritus status to the following faculty, with all the rights and privileges pertaining thereunto, and commends them for their commitment to the University, for nurturing and developing the academic and personal lives of our students, and for enriching the academic climate of this campus through their teaching, research, scholarship, creative activity, and service, and wishes them a long, well-deserved, and productive retirement.

Marina T. Budhos, English

Maya Chadda, Politics, Legal, & Urban Science

Philip E. Cioffari, English

Theodore F. Cook, History

Karen B. Demsey, Music

Laura R. Fattal, Teacher Education: PreK-12

Evelyn Gonzalez, History

Michele G. Grodner, Public Health

David A. Kerzner, Music

Kem B. Louie, Nursing

Casey M. Lum, Communication

John G. Mason, Politics, Legal, & Urban Science

Andrew B. Nyaboga, Accounting & Law

Deborah N. Pluss, Library*

Lori Ann Ramos, Communication

George C. Robb, History

Paul A. Swanson, Economics, Finance, & Global Business

Stephen G. Vail, Biology

Neici M. Zeller, History

*Amended on 9/29/22 – faculty member added.

APPENDIX 1E
MINUTES OF BOARD OF TRUSTEES
EXECUTIVE COMMITTEE
OCTOBER 11, 2022 MEETING

**9-22-3 RESOLUTION, ESTABLISHMENT OF DIGITAL RESOURCE
ACCESS FEE**

WHEREAS: William Paterson University of New Jersey has acknowledged the extraordinary costs of books and materials for students; and

WHEREAS: The University's current bookstore vendor, Follett, provides digital resource materials at a reduced cost.

WHEREAS: The Board of Trustees of William Paterson University of New Jersey has by statute the authority to establish tuition and fees for the operation of the University; therefore, be it

RESOLVED: That, effective Spring 2023, the Board of Trustees of William Paterson University of New Jersey establishes the Digital Resource Access Fee to be assessed based on the following tiers:

<u>Cost of Digital Materials</u>	<u>Fee</u>
Tier 1 - 1.00 - 29.99	\$ 30.00
Tier 2 - 30.00 - 49.99	\$ 50.00
Tier 3 - 50.00 - 79.99	\$ 80.00
Tier 4 - 80.00 - 99.99	\$ 100.00
Tier 5 - 100.00 -119.99	\$ 120.00 *
Tier 6 - 120.00 -139.99	\$ 140.00 *

*Amended on 10/11/22 – addition of Tier 5 and Tier 6.

Adopted by the Board of Trustees Executive Committee of The William Paterson University of New Jersey at its October 11, 2022 meeting.

APPENDIX 2
MINUTES OF BOARD OF TRUSTEES
NOVEMBER 18, 2022 MEETING

11-22-2

RESOLUTION, EXTERNAL AUDIT – FISCAL YEAR 2022

RESOLVED:

That the Board of Trustees of William Paterson University accepts the audit of the University Statement of Net Position; Statement of Revenues, Expenses and Changes in Net Position; and Statement of Cash Flows for the period July 1, 2021 through June 30, 2022 as presented by the independent auditor, Baker Tilly Virchow Krause LLP.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its November 18, 2022 meeting.

APPENDIX 3
MINUTES OF BOARD OF TRUSTEES
NOVEMBER 18, 2022 MEETING

11-22-3 RESOLUTION, BID WAIVER, PROCUREMENT OF LEGAL SERVICES - STATE OF NEW JERSEY, DIVISION OF LAW

RESOLVED: That pursuant to Subsection 5.b. of the State College Contracts Law, the Board of Trustees of William Paterson University authorizes the University President or his designee to contract with the State of New Jersey, Division of Law for the provision of legal services to the University. The cost is not to exceed \$105,000 for the period July 1, 2022, through June 30, 2023.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its November 18, 2022 meeting.

APPENDIX 4
MINUTES OF BOARD OF TRUSTEES
NOVEMBER 18, 2022 MEETING

11-22-4 RESOLUTION, DELEGATION OF AUTHORITY

WHEREAS: State of New Jersey Law, N.J.S.A. 18A:64-6, specifies the powers and duties of the Board of Trustees including the authority to appoint the President as the Executive Officer of the University; and

WHEREAS: The President is authorized to appoint other officers and employees as may be required for carrying out the purposes of the University and assign their duties; and

WHEREAS: In order to carry out the daily operational activities of the University, the President has the need to designate certain officers with the authority, while complying with pertinent federal and state laws and regulations and University purchasing and disbursement policies, to sign contracts, grants, purchase agreements and payment obligations; therefore, be it

RESOLVED: That the Board of Trustees authorizes the President to delegate authority to the Provost and Senior Vice President for Academic Affairs, the Chief Financial Officer, and the University Controller to sign contracts, grants, purchase and payment obligations; and to the Associate Vice President for Administration to cosign payment obligations.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its November 18, 2022 meeting.

APPENDIX 5
MINUTES OF BOARD OF TRUSTEES
NOVEMBER 18, 2022 MEETING

11-22-5 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 non-prevailing wage contracts in excess of \$100,000, 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 November 3, 2022, 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 Strategic Initiatives and University Relations 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

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its November 18, 2022 meeting.

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	AMOUNT NOT TO EXCEED
EXXAT, LLC	\$181,240 for Fiscal Year 2023
Ologie LLC	Increase of \$250,000 to \$900,000 for Fiscal Year 2023 Increase of \$400,000 to \$1,350,000 for Fiscal Year 2024

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its November 18, 2022 meeting.

APPENDIX 5
MINUTES OF BOARD OF TRUSTEES
NOVEMBER 18, 2022 MEETING

BID WAIVER, EXXAT, LLC

- 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 non-prevailing wage contracts in excess of \$100,000; 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 information technology services to be provided that will collect and track documentation related to background checks, health records, and drug screening for all undergraduate and graduate nursing students; and
- WHEREAS: The purchase of this service is exempted from public bidding pursuant to N.J.S.A. 18A:64-56 a. (19) information technology; and
- WHEREAS: The Associate Vice President and Chief Financial Officer 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 EXXAT, LLC, of Warren, New Jersey, in an amount not to exceed \$181,240 for Fiscal Year 2023.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its November 18, 2022 meeting.

APPENDIX 5
MINUTES OF BOARD OF TRUSTEES
NOVEMBER 18, 2022 MEETING

BID WAIVER, OLOGIE LLC

- 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 non-prevailing wage contracts in excess of \$100,000; 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 increase the funding for development and implementation of an integrated marketing plan; and
- WHEREAS: The purchase of this service is exempted from public bidding pursuant to N.J.S.A. 18A:64-56 a. (15) professional consulting services; and
- WHEREAS: The Associate Vice President and Chief Financial Officer 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 agreement with Ologie LLC, of Columbus, Ohio, by \$250,000, from \$650,000 to \$900,000 for Fiscal Year 2023 and by \$400,000, from 950,000 to \$1,350,000 for Fiscal Year 2024.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its November 18, 2022 meeting.

APPENDIX 6
MINUTES OF BOARD OF TRUSTEES
NOVEMBER 18, 2022 MEETING

11-22-6

RESOLUTION, CONFERRING OF DEGREES – JANUARY 2023

RESOLVED:

That the Board of Trustees of The William Paterson University of New Jersey approves the conferring of degrees for January 2023 in accordance with the certification of the President. The record of each individual's name and the degree conferred shall be included in the minutes of this meeting.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its November 18, 2022 meeting.

APPENDIX 7
MINUTES OF BOARD OF TRUSTEES
NOVEMBER 18, 2022 MEETING

**11-22-7 RESOLUTION, VARIOUS PERSONNEL MATTERS (CONSENT
AGENDA)**

RESOLVED: That the Board of Trustees approves the various personnel matters as recommended by the President including 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 November 18, 2022 meeting.



MEMORANDUM

To: Personnel and Compensation Committee

From: Ms. Loretta Mc Laughlin Vignier
Chief of Staff to the President and Board of Trustees

RE: Executive Summary – Personnel Actions

Date: October 27, 2022

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. **Various Personnel Matters**

The spreadsheet shows personnel matters at the University that have been affected since the last Board Meeting on September 8, 2022, 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 six administrative hires. They include Assistant Director in Sponsored Programs, Assistant Registrar/Scheduling in the Office of the Registrar, a Confidential Administrative Assistant in the Office of the Controller, and an Assistant Director of Admissions for Event Management in Undergraduate Admissions. There were also two Assistant Professor hires (Asst Professor (25), 10m); one in the Nursing department and one in the Management, Marketing & Sales department. Those positions are listed in the attached list of Personnel Matters. Total Cost: \$450,097.56

Temporary Appointments

The University has made nine temporary hires for this academic year – one Senior Health Promotion Specialist in the Counseling, Health, and Wellness Center, one Assistant Professor (Asst Professor (22), 10Mo) in the Music department, one Chief Financial Officer in the Budget department, one Grant Support Associate in the School of Continuing & Professional Education, and one Clinical Instructor (NTTP 2(22), 12Mo) (1/2 Time) in the Nursing department.

The salaries for these positions = \$401,013.11

There are four part-time Paraprofessionals-Child Development Center P/T (Project Specialist, P/T) with a \$25.00 hourly rate.

Leaves of Absence

This academic year we have two faculty members on leave.

Total cost for the academic year = \$285,637.26

APPENDIX 7
MINUTES OF BOARD OF TRUSTEES
NOVEMBER 18, 2022 MEETING

								FOR ACTION BY THE BOARD OF TRUSTEES AT THE NOVEMBER 18, 2022 MEETING
William Paterson University Personnel Matters								
Personnel Action	Name	Position	Department	Group	Range	Step	Salary	Effective Date
APPOINTMENT:								
	Anna Baiata	Assistant Director (Asst Director 2, SC)	Sponsored Programs	AFT	24	1	\$66,653.49	8/25/2022
	Marija Goldner	Assistant Registrar/Scheduling (PSS1, SC)	Office of the Registrar	AFT	27	1	\$77,161.97	10/22/2022
	Maya Joseph	Assistant Professor (Asst Professor(25), 10 Mo)	Nursing	AFT	25	7	89208.45	8/25/2022
	Soohyun Lee	Assistant Professor (Asst Professor(25), 10 Mo)	Mgmt., Marketing & Sales	AFT	25	8	\$94,493.93	8/25/2022
	Caitlin Lemanowicz	Confidential Administrative Assistant (Confidential Assistant)	Office of the Controller	CONFIDENTIAL	19	0	\$56,362.70	9/18/2022
	Justin Pannullo	Assistant Director of Admissions for Event Management (Prof Svcs Spec 3, SC)	Undergraduate Admissions	AFT	21	4	\$66,217.02	10/10/2022
APPOINTMENT (TEMPORARY):								
	Saleha Ahmed	Paraprofessional-Child Development Center P/T (Project Specialist, P/T)	Child Development Center	PROJECT SPEC	01	0	\$25.00	9/26/2022 - 6/30/2023
	Vanesa Apaza	Senior Health Promotion Specialist (Prof Svcs Spec 4, SC)	Counseling, Health & Wellness	AFT	18	6	\$62,164.11	9/30/2022 - 9/30/2023
	Carl Bolleia	Assistant Professor (Asst Professor(22), 10 Mo)	Music	AFT	22	11	\$90,689.45	8/25/2022 - 6/23/2023
	Stephen Bolyai	Chief Financial Officer (Project Specialist - PT)	Budget	PROJECT SPEC	01		\$148,850.00	10/17/2022 - 12/31/2022
	Jessica Conte	Paraprofessional-Child Development Center P/T (Project Specialist, P/T)	Child Development Center	PROJECT SPEC	01	0	\$25.00	9/26/2022 - 6/30/2023
	Anthony Egberongbe	Grant Support Associate	School of Continuing & Prof Ed.	CONFIDENTIAL	19	0	\$58,500.00	9/26/2022 - 6/12/2023
	Stephanie Herr	Clinical Instructor (NTP 2 (22), 12 Mo) (1/2 Time)	Nursing	AFT	22	8	\$40,809.55	8/15/2022 - 8/14/2023
	Jordin Miller	Paraprofessional-Child Development Center P/T (Project Specialist, P/T)	Child Development Center	PROJECT SPEC	01	0	\$25.00	9/26/2022 - 6/30/2023
	Samantha Ritter	Paraprofessional-Child Development Center P/T (Project Specialist, P/T)	Child Development Center	PROJECT SPEC	01	0	\$25.00	9/26/2022 - 6/30/2023
LEAVE OF ABSENCE:								
	Zhiyuan Cong	Professor (Professor(32), 10 Mo)	Art	AFT	32	12	\$152,670.13	9/26/2022 - 12/10/2022
	Martha Witt	Professor (Professor(32), 10 Mo)	English	AFT	32	8	\$132,967.13	1/25/2023 - 6/23/2023
PROMOTION:								
	James Carberry	Enrollment Data and Reporting Specialist (Prof Svcs Spec 4, SC)	Enrollment Mgmt & Technology	AFT	18	4	\$57,192.50	8/27/2022
	Lenee Woodson	Associate Director - Facilities Services (Assoc Director 2, SC)	Plant Operations	HEM	27	0	\$95,542.00	9/24/2022
RESIGNATION:								
	James Arnone	Associate Professor (Assoc Professor(26), 10 Mo)	Biology	AFT	22	11	\$88,911.23	6/30/2022
	Alexander Corsillo	Assistant Director, Career Development (Prof Svcs Spec 2, SC)	Career Development Center	AFT	24	3	\$73,316.03	9/23/2022

APPENDIX 7
MINUTES OF BOARD OF TRUSTEES
NOVEMBER 18, 2022 MEETING

								FOR ACTION BY THE BOARD OF TRUSTEES AT THE NOVEMBER 18, 2022 MEETING
William Paterson University Personnel Matters								
Personnel Action	Name	Position	Department	Group	Range	Step	Salary	Effective Date
	Kathleen Horan	Assistant Professor (Asst Professor(25), 10 Mo)	Nursing	AFT	25	7	\$90,992.62	12/31/2022
	Rebecca Kalejaye	Director, Corporate and Foundation Relations (Director 3, SC)	Development	HEM	28	0	\$104,000.00	10/5/2022
	Nanette Moss	Academic Programs Specialist (Prof Svcs Spec 4, SC)	University Honors	AFT	18	8	\$67,135.70	9/23/2022
	Maureen O'Connor	Director of Major Gifts (Director 3, SC)	Development	HEM	28	0	\$117,800.00	10/28/2022
	Keith Obadike	Professor (Professor(32), 10 Mo)	Communication	AFT	32	9	\$135,189.20	6/23/2022
RESIGNATION:								
	Allan Paz	Clinical Instructor (NTP 2 (22), 12 Mo)	Dean Coll of Science and Health	AFT	22	7	\$78,595.65	8/12/2022
	Nolan Yamashiro	Assistant Director for Professional Certifications (Asst Director 2, SC)	Technology Programs	AFT	24	7	\$86,641.16	10/12/2022
RETIREMENT:								
	Jamsheed Akrami-Ghorveh	Professor (Professor(32), 10 Mo)	Communication	AFT	32	12	\$152,670.13	1/1/2023
	Dorothy Feola	Associate Dean, College of Education (Assoc Dean)	Dean College of Education	HEM	33	0	\$151,029.93	11/1/2022
	Leo-Felix Jurado	Professor (Professor(32), 10 Mo)	Nursing	AFT	32	9	\$135,189.10	9/1/2022
	Diana Peck	Professor (Professor(30), 10 Mo)	Communication	AFT	30	12	\$138,458.42	1/1/2023
SALARY CHANGE:								
	Regina Tindall	Director of Labor and Employee Relations and Compliance (Director 2, SC)	Human Resources	HEM	30	0	\$122,000.00	4/9/2022

FOR ACTION BY THE
BOARD OF TRUSTEES AT THE
SEPTEMBER 16, 2022 MEETING

9-22-7

**RESOLUTION, GRANTING OF EMERITUS STATUS,
SEPTEMBER 16, 2022**

- WHEREAS: In recognition of distinguished service to William Paterson University, the Board of Trustees may bestow emeritus status on faculty who retire in good standing from the University after ten years of service as of September 1, 2022; and
- WHEREAS: The President has verified the credentials of these faculty and recommends that emeritus status be granted in recognition of their distinguished service; and
- WHEREAS: The Personnel and Compensation Committee has reviewed the list and concurs with the President's recommendation on the award of emeritus status; therefore
- BE IT RESOLVED: That the Board of Trustees of The William Paterson University of New Jersey grants emeritus status to the following faculty, with all the rights and privileges pertaining thereunto, and commends them for their commitment to the University, for nurturing and developing the academic and personal lives of our students, and for enriching the academic climate of this campus through their teaching, research, scholarship, creative activity, and service, and wishes them a long, well-deserved, and productive retirement.

Marina T. Budhos, English

Maya Chadda, Politics, Legal, & Urban Science

Philip E. Cioffari, English

Theodore F. Cook, History

Karen B. Demsey, Music

Laura R. Fattal, Teacher Education: PreK-12

Evelyn Gonzalez, History

Michele G. Grodner, Public Health

David A. Kerzner, Music

Kem B. Louie, Nursing

Casey M. Lum, Communication

John G. Mason, Politics, Legal, & Urban Science

Andrew B. Nyaboga, Accounting & Law

Deborah N. Pluss, Library*

Lori Ann Ramos, Communication

George C. Robb, History

Holly Seplocha, Early Childhood Education, Literacy**

Paul A. Swanson, Economics, Finance, & Global Business

Stephen G. Vail, Biology

Neici M. Zeller, History

*Amended on 9/29/22 – faculty member added.

**Amended on 11/18/22 – faculty member added.