

## **MINUTES**

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

**Thursday, June 27, 2019**

The meeting was called to order at 9:40 a.m. in the 1800 Valley Road Board Room.

BOARD MEMBERS PRESENT: Mr. Barr, Ms. Cortez, Mr. Galandak, Mr. Gruel, Mr. Johnson, Mr. Lenahan, Mr. Neilley, Ms. Niro, Mr. Seeve, Dr. Zastocki, and President Helldobler.

BY PHONE: Mr. Guarasci, Mr. Velli.

ABSENT: Mr. Pesce.

OTHERS PRESENT: Senior Vice President Bolyai, Vice President Boucher-Jarvis, Vice President Cammarata, Interim Provost DeYoung, Vice President Ferguson, Vice President Goldstein, Vice President Ross, Chief of Staff Seal, General Counsel Hertzog, Senior Advisor to the President Bannister, Mrs. 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 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:

6-19-1 - RESOLUTION, TO MOVE INTO EXECUTIVE SESSION

At approximately 11:00 a.m., the Public Session resumed.

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

#### APPROVAL OF MINUTES APRIL 26, 2019 BOARD OF TRUSTEES MEETING:

The minutes of the April 26, 2019 Board Meeting were approved as distributed.

CHAIR'S REPORT:

Mr. Seeve welcomed everyone to the 1800 Valley Road building and thanked President Helldobler, Mr. Bolyai, and all those that were part of the acquisition of the building. Mr. Seeve gave a briefing on the tour of the new Skyline Residence building that the Board and Cabinet members received earlier in the day and asked Student Trustee, Mr. Johnson to share his views. Mr. Johnson stated that he thought it was a great refresh to residence life and was excited for move-in day; he will be an RA in Skyline. Mr. Seeve introduced the new Student Trustee, Mr. Zachrey Barr, and asked that General Counsel Hertzog administer the Oath of Office. Mr. Barr was sworn-in and welcomed to the Board of Trustees by Mr. Seeve and invited to join the Board at the table.

Mr. Seeve recognized Dr. DeYoung and thanked her for time in the role of Interim Provost and commended her for a job well done.

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

6-19-2 - RESOLUTION, IN RECOGNITION OF EXEMPLARY SERVICE, SANDRA DEYOUNG, Ed.D.

The resolution was unanimously adopted.

Mr. Seeve recognized Dr. Seal for his time in his role as Chief of Staff to the President and Board of Trustees, as well as his prior role as Executive Assistant to the Provost.

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

6-19-3 - RESOLUTION, RECOGNITION OF DISTINGUISHED SERVICE ROBERT SEAL, Ed.D.

The resolution was unanimously adopted.

President Helldobler presented Dr. Seal with a gift following the reading and adoption of the resolution and thanked him for all of his work.

PRESIDENT'S REPORT:

President Helldobler introduced Dr. Barbara Gitenstein, AGB Consulting, and Mr. Robert Quicke, Communication Department, in the audience and thanked them for joining the meeting.

President Helldobler offered an oral report to accompany the written report presented in the Board Materials. The President introduced the KPI presentations and gave a briefing on their status. Brief presentations from Vice Presidents of individual divisional KPIs were made by Dr. DeYoung, Dr. Ross, Mr. Bolyai, Dr. Cammarata, and Ms. Ferguson. The President stated that the KPIs are directly related to accountability and it appeared that we would meet our goals. Mr. Seeve thanked the President and stated that the presentations were helpful.

A full written report is included in the minutes of this meeting.

GOVERNMENT AND COMMUNITY AFFAIRS REPORT:

Mr. Seeve stated that Mr. DeDeo was unable to attend the meeting today, as he was called to Trenton, New Jersey for a State budget matter. His full written report is included in the minutes of this meeting.

FINANCE, AUDIT AND INSTITUTIONAL DEVELOPMENT COMMITTEE REPORT:

Mr. Lenahan reported that the Finance, Audit and Institutional Development Committee met on June 13, 2019. Ms. Ferguson presented a report on the progression towards Institutional Advancement goals and Mr. Ross gave a brief outlook for the Fall 2019 Enrollment situation. Mr. Bolyai reviewed the Fiscal Year 2020 budget and presented a plan for Capital Projects on campus, including maintenance and upgrades to University buildings. Discussion ensued of the proposed sale of a two-acre parcel of land purchased with the building at 1800 Valley Road to the owner of 1700 Valley Road. Ms. DeYoung briefed the Committee on the progress of plans for the University's relationship with Academic Partnerships. The President spoke on the renaming of Hobart Hall to Hamilton Hall.

General Counsel Hertzog reminded the Board Committee Chairs to ask for any objections and abstentions after each resolution is read going forward.

The following resolutions were recommended for approval by the Board:

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

6-19-4- RESOLUTION, FISCAL YEAR 2020 BUDGET

The resolution was unanimously adopted.

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

6-19-5 - RESOLUTION, TUITION AND FEES, 2019-2020 (CONSENT AGENDA)

The resolution was unanimously adopted.

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

6-19-6 - RESOLUTION, DISPOSAL OF UNIVERSITY PROPERTY IN WAYNE, NEW JERSEY

The resolution was unanimously adopted.

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

6-19-7 - RESOLUTION, RENAMING OF HOBART HALL

The resolution was unanimously adopted.

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

6-19-8 - RESOLUTION, BID WAIVERS (CONSENT AGENDA)

The resolution was unanimously adopted.

EDUCATIONAL POLICY AND STUDENT DEVELOPMENT COMMITTEE REPORT:

Ms. Cortez reported that the Educational Policy and Student Development Committee met on June 13, 2019, and heard presentations from two May 2019 graduates, Biology Honors major, Ms. Maria Katrina Holganza and Ms. Roxhensa Papa, Mathematics major, who both summarized their theses. President Helldobler presented a proposal to move forward with a reorganization of academic programs at the University. Provost DeYoung gave a brief update on the progress of plans for the University's relationship with Academic Partnerships. Associate Provost Lincoln provided a curriculum update and Dr. Ross gave a brief outlook for the Fall 2019 enrollment. Dr. Lincoln, Dean Sharma, and Professor Gazzillo-Diaz presented a proposal for a new, accelerated BS/MS program in Sport Medicine and Athletic Training.

The President acknowledged Professor Gazzillo-Diaz in the audience and thanked her for her work.

The following resolution was recommended for approval by the Board:

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

6-19-9 – RESOLUTION, ON THE INITIATION OF AN ACCELERATED 3+2 SPORT MEDICINE BACHELOR OF SCIENCE (B.S.) AND ATHLETIC TRAINING MASTER OF SCIENCE (M.S.)

The resolution was unanimously adopted.

PERSONNEL AND COMPENSATION COMMITTEE REPORT:

Mr. Neilley reported that the Personnel and Compensation Committee met on June 13, 2019, to review personnel matters brought forth by the administration subsequent to the April 26, 2019, Board Meeting. Ms. Boucher-Jarvis gave an update on the ongoing summer professional development program being offered to all staff members. General Counsel Hertzog discussed ongoing litigation matters.

The President read the names of all new Emeritus faculty members and asked them to stand and thanked them for their years of service. Mr. Neilley congratulated all new Emeritus faculty members.

The following resolution was recommended for approval by the Board:

It was moved by Mr. Seeve and seconded by Dr. Zastocki:

6-19-10 – RESOLUTION, VARIOUS PERSONNEL MATTERS (CONSENT AGENDA)

The resolution was unanimously adopted.

#### NOMINATIONS AND GOVERNANCE COMMITTEE

Mr. Galandak reported that the Nominations and Governance Committee met on June 13, 2019, to discuss and review the proposed changes to the Board Bylaws. Mr. Galandak stated that additional changes would be brought to the Committee for a second reading at the September 2019 meeting.

There being no further business, a motion was made to adjourn the meeting. It was moved and seconded and the meeting adjourned at 11:49 a.m.

Respectfully submitted,



Robert Guarasci, Secretary  
William Paterson University  
Board of Trustees

APPENDIX 1  
MINUTES OF BOARD OF TRUSTEES  
JUNE 27, 2019 MEETING

**6-19-1                      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 June 27, 2019 meeting.*





forward, helped to keep us all focused on the good of the University's students; and

WHEREAS: New Jersey's citizens, William Paterson's students, faculty, and staff – then, now, and in the future are better served as a result of his time with us; therefore

BE IT RESOLVED: That the Board of Trustees of the William Paterson University of New Jersey expresses its heartfelt respect and profound appreciation for his exceptional service and extends its very best wishes to him in all his future endeavors.

*Adopted by the Board of Trustees of The William Paterson University of New Jersey at its June 27, 2019 meeting.*

APPENDIX 4  
MINUTES OF BOARD OF TRUSTEES  
JUNE 27, 2019 MEETING

**6-19-4                    RESOLUTION, FISCAL YEAR 2020 BUDGET**

WHEREAS:            State Colleges and Universities have been authorized to establish revenue and expense budget projections for the 2019/2020 fiscal year; and

WHEREAS:            The University prepared a Spending Plan for FY 2020 based on State appropriation and tuition increases which projects revenues at \$232,362,000 and expenditures at \$232,362,000 including funds designated for current and future capital and maintenance projects; and

WHEREAS:            The Finance, Audit and Institutional Development Committee has reviewed the FY 2020 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 2020 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 June 27, 2019 meeting.*

APPENDIX 5  
MINUTES OF BOARD OF TRUSTEES  
JUNE 27, 2019 MEETING

**6-19-5 RESOLUTION, TUITION AND FEES, 2019-2020  
(CONSENT AGENDA)**

RESOLVED: That the Board of Trustees of William Paterson University of New Jersey establishes in-state and out-of-state tuition and fee charges effective for 2019-2020 for undergraduate flat-rate charge for tuition and fees/full-time students, per-credit charges for tuition and fees/part-time students, tuition and fees for courses taught at Mercer County Community College, winter session tuition and fees, doctor of nursing practice tuition and fees, master of science – communication disorders tuition and fees, master of arts – clinical and counseling psychology tuition and fees, doctor of clinical psychology tuition and fees, summer session tuition and fees 2020, tuition and fees for high school students 2019-2020, and tuition and fees for off-campus cohort courses 2019-2020 described and specified in the attached documents.

*Adopted by the Board of Trustees of The William Paterson University of New Jersey at its June 27, 2019 meeting.*

APPENDIX 5  
MINUTES OF BOARD OF TRUSTEES  
JUNE 27, 2019 MEETING

**UNDERGRADUATE FLAT-RATE CHARGE FOR  
TUITION AND FEES / FULL-TIME STUDENTS 2019-2020**

RESOLVED: That the Board of Trustees of William Paterson University of New Jersey approves the following per semester flat-rate tuition and fees charges for full-time undergraduate students taking courses on campus who enroll for 12 to 19 credits effective Fall 2019:

<u>In-State</u>	<u>Out-of-State</u>
\$6,685.00	\$10,884.00

*Adopted by the Board of Trustees of The William Paterson University of New Jersey at its June 27, 2019 meeting.*

APPENDIX 5  
MINUTES OF BOARD OF TRUSTEES  
JUNE 27, 2019 MEETING

**PER-CREDIT CHARGES FOR TUITION AND FEES / PART-TIME STUDENTS 2019-2020**

RESOLVED: That the Board of Trustees of William Paterson University of New Jersey approves the following per-credit tuition and fee charges for part-time undergraduate students and all graduate students enrolled for classes on campus effective Fall 2019:

	<u>In-State</u>	<u>Out-of-State</u>
Undergraduate:	\$428.00	\$705.00
Graduate:	\$731.00	\$1,138.00

*Adopted by the Board of Trustees of The William Paterson University of New Jersey at its June 27, 2019 meeting.*

APPENDIX 5  
MINUTES OF BOARD OF TRUSTEES  
JUNE 27, 2019 MEETING

**TUITION AND FEES FOR COURSES TAUGHT AT MERCER  
COUNTY COMMUNITY COLLEGE 2019-2020**

RESOLVED: That the Board of Trustees of William Paterson University of New Jersey approves the following tuition and fee charges for courses taught at Mercer County Community College effective Fall 2019:

	<u>In-State</u>	<u>Out-of-State</u>
Undergraduate- per credit (Taking less than 12 credits)	\$361.00	\$638.00
Undergraduate- Full-time (Taking 12-19 credits)	\$5,638.00	\$9,837.00
Graduate- per credit	\$617.00	\$1,028.00

*Adopted by the Board of Trustees of The William Paterson University of New Jersey at its June 27, 2019 meeting.*

APPENDIX 5  
MINUTES OF BOARD OF TRUSTEES  
JUNE 27, 2019 MEETING

**WINTER SESSION TUITION AND FEES 2019-2020**

RESOLVED: That the Board of Trustees of William Paterson University of New Jersey approves the following tuition and fee charges for courses effective Winter Session 2019-2020:

	<u>In-State</u>	<u>Out-of-State</u>
<u>One-Credit</u>		
Undergraduate	\$447.00	\$725.00
Graduate	\$758.00	\$1,163.00
<u>Two-Credit</u>		
Undergraduate	\$774.00	\$1,330.00
Graduate	\$1,396.00	\$2,206.00
<u>Three-Credit</u>		
Undergraduate	\$1,101.00	\$1,935.00
Graduate	\$2,034.00	\$3,249.00

*Adopted by the Board of Trustees of The William Paterson University of New Jersey at its June 27, 2019 meeting.*

APPENDIX 5  
MINUTES OF BOARD OF TRUSTEES  
JUNE 27, 2019 MEETING

**DOCTOR OF NURSING PRACTICE TUITION AND  
FEES 2019-2020**

RESOLVED: That the Board of Trustees of William Paterson University of New Jersey approves the following per-credit tuition and fee charges effective Fall 2019:

<u>In-State</u>	<u>Out-of-State</u>
\$884.00	\$1,168.00

*Adopted by the Board of Trustees of The William Paterson University of New Jersey at its June 27, 2019 meeting.*

APPENDIX 5  
MINUTES OF BOARD OF TRUSTEES  
JUNE 27, 2019 MEETING

**MASTER OF SCIENCE – COMMUNICATION DISORDERS  
TUITION AND FEES 2019-2020**

RESOLVED: That the Board of Trustees of William Paterson University of New Jersey approves the following per-credit tuition and fee charges effective Fall 2019:

<u>In-State</u>	<u>Out-of-State</u>
\$884.00	\$1,168.00

*Adopted by the Board of Trustees of The William Paterson University of New Jersey at its June 27, 2019 meeting.*

APPENDIX 5  
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**MASTER OF ARTS – CLINICAL AND COUNSELING  
PSYCHOLOGY TUITION AND FEES 2019-2020**

RESOLVED: That the Board of Trustees of William Paterson University of New Jersey approves the following per-credit tuition and fee charges effective Fall 2019:

<u>In-State</u>	<u>Out-of-State</u>
\$792.00	\$1,154.00

*Adopted by the Board of Trustees of The William Paterson University of New Jersey at its June 27, 2019 meeting.*

APPENDIX 5  
MINUTES OF BOARD OF TRUSTEES  
JUNE 27, 2019 MEETING

**DOCTOR OF CLINICAL PSYCHOLOGY TUITION AND FEES  
2019-2020**

RESOLVED: That the Board of Trustees of William Paterson University of New Jersey approves the following per-credit tuition and fee charges effective Fall 2019:

<u>In-State</u>	<u>Out-of-State</u>
\$792.00	\$1,154.00

*Adopted by the Board of Trustees of The William Paterson University of New Jersey at its June 27, 2019 meeting.*

APPENDIX 5  
MINUTES OF BOARD OF TRUSTEES  
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**SUMMER SESSION TUITION AND FEES 2020**

RESOLVED: That the Board of Trustees of William Paterson University of New Jersey approves the following per-credit tuition and fee charges for courses effective the Summer Session 2020:

In-State

Undergraduate	\$ 363.00
Graduate	\$ 675.00

Out-of-State

Undergraduate	\$ 640.00
Graduate	\$1,080.00

*Adopted by the Board of Trustees of The William Paterson University of New Jersey at its June 27, 2019 meeting.*

APPENDIX 5  
MINUTES OF BOARD OF TRUSTEES  
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**TUITION AND FEES FOR HIGH SCHOOL STUDENTS 2019-2020**

RESOLVED: That the Board of Trustees of William Paterson University of New Jersey approves the following per-credit tuition and fee charge for New Jersey high school students taking college-level courses offered by the University either on the campus or at their high school effective Fall 2019:

At WPUNJ:	\$283.00
At student's high school:	\$100.00

*Adopted by the Board of Trustees of The William Paterson University of New Jersey at its June 27, 2019 meeting.*

APPENDIX 5  
MINUTES OF BOARD OF TRUSTEES  
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**TUITION AND FEES FOR OFF-CAMPUS COHORT  
COURSES 2019-2020**

RESOLVED: That the Board of Trustees of William Paterson University of New Jersey approves the following per-credit tuition and fee charges for courses taught in cohorts at off-campus New Jersey locations effective Fall 2019:

Undergraduate: \$327.00

Graduate: \$638.00

*Adopted by the Board of Trustees of The William Paterson University of New Jersey at its June 27, 2019 meeting.*

APPENDIX 6  
MINUTES OF BOARD OF TRUSTEES  
JUNE 27, 2019 MEETING

**6-19-6                    RESOLUTION, DISPOSAL OF UNIVERSITY PROPERTY IN  
WAYNE, NEW JERSEY**

WHEREAS:            William Paterson University purchased the 1800 Valley Road, Wayne, New Jersey building and land parcel, tax map location Lot 17, Block 3101, in 2019; and

WHEREAS:            The Administration has determined it would be advantageous to sell an approximately two-acre parcel of that property to the property owner of 1700 Valley Road, Wayne, New Jersey; and

WHEREAS:            The parcel has been appraised and has received a bid acceptable to the University; therefore, be it

RESOLVED:            That the Board of Trustees of William Paterson University authorizes the sale of approximately two acres of University-owned land, tax map parcel Lot 17, Block 3101, in Wayne, New Jersey to the owner of the 1700 Valley Road property.

*Adopted by the Board of Trustees of The William Paterson University of New Jersey at its June 27, 2019 meeting.*

APPENDIX 7  
MINUTES OF BOARD OF TRUSTEES  
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**6-19-7                      RESOLUTION, RENAMING OF HOBART HALL**

WHEREAS:                      The Board of Trustees is solely authorized to name or rename buildings on campus; and

WHEREAS:                      The administration has requested that Hobart Hall be renamed to Hamilton Hall to differentiate the building from Hobart Manor; therefore, be it

RESOLVED:                      That the Board of Trustees of William Paterson University of New Jersey names what is currently known as Hobart Hall to Hamilton Hall.

*Adopted by the Board of Trustees of The William Paterson University of New Jersey at its June 27, 2019 meeting.*

APPENDIX 8  
MINUTES OF BOARD OF TRUSTEES  
JUNE 27, 2019 MEETING

**6-19-8                      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 \$33,300, 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 June 13, 2019, 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

*Adopted by the Board of Trustees of The William Paterson University of New Jersey at its June 27, 2019 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
Bloomberg	\$78,000 for FY 2020 \$80,000 for FY 2021
Creative Educational & Web Services, LLC	\$80,000 for FY 2020
Hobsons	\$43,000 to \$185,000 for FY 2020 and FY 2021 \$142,000 for FY 2022
Ruffalo Noel Levitz	\$93,000 for FY 2020

*Adopted by the Board of Trustees of The William Paterson University of New Jersey at its June 27, 2019 meeting.*

APPENDIX 8  
MINUTES OF BOARD OF TRUSTEES  
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**BID WAIVER, BLOOMBERG**

- 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 \$33,300; 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 Bloomberg's Professional financial database subscription service; 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 Bloomberg, New York, New York, in an amount not to exceed \$78,000 for Fiscal Year 2020 and \$80,000 for Fiscal Year 2021.

*Adopted by the Board of Trustees of The William Paterson University of New Jersey at its June 27, 2019 meeting.*

APPENDIX 8  
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**BID WAIVER, CREATIVE EDUCATIONAL & WEB SERVICES,  
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 contracts in excess of \$33,300; and
- WHEREAS: The State College Contracts Law, N.J.S.A. 18A:64-56, permits in certain specified instances that contracts may be made, negotiated, or awarded by the state college/university by resolution of its Board of Trustees without public advertising for bids and bidding; and
- WHEREAS: The University has determined that it needs professional consulting services; 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 Creative Educational & Web Services, LLC, of Hackettstown, New Jersey, in an amount not to exceed \$80,000 for Fiscal Year 2020.

*Adopted by the Board of Trustees of The William Paterson University of New Jersey at its June 27, 2019 meeting.*

APPENDIX 8  
MINUTES OF BOARD OF TRUSTEES  
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**BID WAIVER, HOBSONS**

- 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 \$33,300; 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 the renewal of the Starfish software package for the Division of Enrollment Management; 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 fee for services provided by Hobsons, Cincinnati, Ohio, from \$43,000 to \$185,000 for Fiscal Year 2020 and Fiscal Year 2021, and \$142,000 for Fiscal Year 2022.

*Adopted by the Board of Trustees of The William Paterson University of New Jersey at its June 27, 2019 meeting.*

APPENDIX 8  
MINUTES OF BOARD OF TRUSTEES  
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**BID WAIVER, RUFFALO NOEL LEVITZ**

- 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 \$33,300; 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 for the purpose of conducting the annual alumni phonathon; and
- WHEREAS: The purchase of this service is exempted from public bidding pursuant to N.J.S.A. 18A:64-56 a.(25); 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 of the William Paterson University of New Jersey that the University President or his designee be authorized to enter into an agreement with Ruffalo Noel Levitz, of Cedar Rapids, Iowa, in an amount not to exceed \$93,000 for Fiscal Year 2020.

*Adopted by the Board of Trustees of The William Paterson University of New Jersey at its June 27, 2019 meeting.*

APPENDIX 9  
MINUTES OF BOARD OF TRUSTEES  
JUNE 27, 2019 MEETING

**6-19-9                    RESOLUTION, ON THE INITIATION OF AN ACCELERATED 3+2  
SPORT MEDICINE BACHELOR OF SCIENCE (B.S.) AND  
ATHLETIC TRAINING MASTER OF SCIENCE (M.S.)**

WHEREAS: William Paterson University seeks to offer innovative educational programs consonant with the aspirations of its students and the career paths they choose, while building upon institutional strengths; and,

WHEREAS: The University has developed a particular faculty expertise in the field of sport medicine and athletic training that responds to marketplace demands; and,

WHEREAS: The offering of degree programs in the field of sport medicine and athletic training responds to the aspiration of many students currently and prospectively; and,

WHEREAS: The faculty of the Department of Kinesiology have developed and proposed the offering of this program, which has been reviewed and recommended by the College of Science and Health Curriculum Committee and the Faculty Senate; and,

WHEREAS: The Dean of the College of Science and Health, the Provost and Senior Vice President for Academic Affairs, and the President concur in recommending the initiation of this program; and,

WHEREAS: The Educational Policy and Student Development Committee has reviewed this recommendation and the rationale for the proposed program and related documents and found them satisfactory; therefore be it

*Adopted by the Board of Trustees of The William Paterson University of New Jersey at its June 27, 2019 meeting.*

RESOLVED: The Board of Trustees of the William Paterson University of New Jersey approves and authorizes the administration to notify the New Jersey Higher Education Community of our intent to offer an accelerated 3+2 B.S. in Sport Medicine and M.S. in Athletic Training and, subsequent to review consistent with the Higher Education Restructuring Act, to take all necessary steps to implement the program.

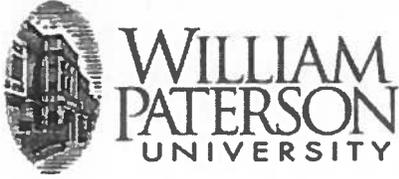
*Adopted by the Board of Trustees of The William Paterson University of New Jersey at its June 27, 2019 meeting.*

APPENDIX 10  
MINUTES OF BOARD OF TRUSTEES  
JUNE 27, 2019 MEETING

**6-19-10                    RESOLUTION, VARIOUS PERSONNEL MATTERS  
(CONSENT AGENDA)**

RESOLVED:            That the Board of Trustees approves the various personnel matters as recommended by the President including master tutors for summer I and II, 2019, EOF summer appointments 2019, emeritus status, faculty promotion, 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 June 27, 2019 meeting.*



**To: Personnel and Compensation Committee**

**From: Robert Seal, Chief of Staff to the President and Board of Trustees**

**Subj: Executive Summary of Personnel Items for June 27, 2019 Board Meeting**

**Date: June 6, 2019**

Included for Committee review are the following personnel actions and resolutions:

**1. Emeritus Status and Resolution**

The newly instituted Board Policy on the granting of emeritus status stipulates that faculty retiring after ten years of service in good standing at the University will be awarded emeritus status in their department on September 1 following their retirement. This year, twenty faculty are retiring on or before June 30, 2019 and will become emeritus faculty on September 1, 2019. One faculty member who retired in 2012 is also being recommended for emeritus status. A resolution accompanies this designation

**2. Master Tutors for Summer I, Summer II 2019**

The Academic Support Center provides tutoring and support to students at no cost throughout the summer months. For Summer I and Summer II 2019, there are tutors with specializations in mathematics and foreign languages, areas identified as high need. Tutors are hired by the Center to provide these required services, and all tutoring services provided through the Center are provided at no cost to the students.

For Summer I and II 2019, wages for these tutors total \$7,200.

**3. EOF Summer Appointments**

A mandatory component for first-time EOF freshmen is the Summer Academic Institute. For Summer 2019, there are 16 instructor appointments needed for this six-week session, at a total cost of \$95,053.00. EOF programming is supported through a grant from the State of New Jersey, and each year the University enrolls about 100 new EOF students.

**4. Faculty Promotions**

One faculty member is being recommended for promotion from assistant to associate professor as a "legacy" promotion. In 2017, the University and AFT agreed to a new policy whereby any

faculty member being granted tenure would automatically be promoted to associate professor. There were nine faculty awarded tenure prior to the 2017 agreement who are still at the assistant professor level. To address the inequity and after review of her credentials by the Dean, Lori Ramos (Department of Communications) is being recommended for promotion to associate professor.

## **5. Various Personnel Matters and Resolution**

APPENDIX 10  
MINUTES OF BOARD OF TRUSTEES  
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**GRANTING OF EMERITUS STATUS, SEPTEMBER 1, 2019**

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 June 30, 2019; 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.

Maboud Ansari, Sociology

Sambhu Nath Basu, Economics, Finance and Global  
Business

Julie Bliss, Nursing

Joann L. Chow, Communication

Stephen W. Hahn, English

*Adopted by the Board of Trustees of The William Paterson University of New Jersey at its June 27, 2019 meeting.*

Thomas E. Heinzen, Psychology  
Gary Kirkpatrick, Music  
Jean E. Levitan, Public Health  
John W. Livingston, History  
Charlotte L. Nekola, English  
Virginia G. Overdorf, Kinesiology  
Vincent N. Parrillo, Sociology  
Cesar Perez, Marketing and Management  
Leonard Presby, Marketing and Management  
Michael L. Principe, Political Science  
Lance S. Risley, Biology  
Yvonne R. Roux, Library  
Arlene Scala, Women's and Gender Studies  
Kevin James Walsh, Educational Leadership and  
Professional Studies  
Edward B. Weil, Anthropology  
Robert S. Wolk, Library

APPENDIX 10  
MINUTES OF BOARD OF TRUSTEES  
JUNE 27, 2019 MEETING

**FACULTY PROMOTION**

RESOLVED: That the Board of Trustees approves the promotion of a faculty member effective the academic year 2019-2020 and directs the President of the University to send appropriate notification.

PRESIDENT'S RECOMMENDATION TO THE BOARD OF TRUSTEES  
FOR PROMOTION OF FACULTY

Effective September 1, 2019

From Assistant Professor to Associate Professor

Lori Ramos, Communication

*Adopted by the Board of Trustees of The William Paterson University of New Jersey at its June 27, 2019 meeting.*

APPENDIX 10  
MINUTES OF BOARD OF TRUSTEES  
JUNE 27, 2019 MEETING

							FOR ACTION BY THE BOARD OF TRUSTEES AT THE JUNE 27, 2019 MEETING
William Paterson University Personnel Matters							
Personnel Action	Name	Position	Department	Range	Step	Salary	Effective Date
<b>APPOINTMENT:</b>	Shelley Bannister	Chief of Staff to the President and Board of Trustees(Exec. Asst. 1, SC)	Office of the President	D32		175,000.00	6/17/2019
	Ayana DaSilva	Counselor/Multicultural Specialist (PSS1, SC)	Counseling, Health and Wellness	U27	3	78,417.31	7/1/2019
	Myles Garvey	Assistant Professor	Marketing and Management	X		123,000.00	9/1/2019
	Anifa Kumar	Instructor	Elementary and Early Childhood Education	U20	12	78,529.04	9/1/2019
	Kiho Lim	Assistant Professor	Computer Science	U25	10	93,767.12	9/1/2019
	Gihan Mohamad	Assistant Professor	Educational Leadership and Professional Studies	U24	8	83,120.60	9/1/2019
	Lucia Munguia	Assistant Professor	Philosophy	U22	6	69,816.96	9/1/2019
	Dayana Nunez	Financial Aid Counselor (PSS4, SC)	Financial Aid	U18	5	55,133.53	5/1/2019
	Fernando Patterson	Assistant Professor	Economics, Finance and Global Business	X		125,000.00	9/1/2019
	Grace Ramsey	Assistant Professor	Art	U24	7	80,043.02	9/1/2019
	Siamack Shojai	Professor	Economics, Finance and Global Business	U30	12	127,914.18	6/8/2019
	Jason Silva	Instructor	Sociology	U18	11	68,912.52	9/1/2019
	Daniel Snyder	Associate Director, Residence Life (Asst. Dir. 1, SC)	Residence Life	U26	4	78,077.68	6/10/2019
	Renee Whelan	Assistant Professor	Elementary and Early Childhood Education	U24	8	83,120.60	9/1/2019
	Wendy Wright	Assistant Professor	Political Science	U24	6	76,965.43	9/1/2019
	Jungyun Won	Assistant Professor	Communication	U22	8	75,403.33	9/1/2019
<b>APPOINTMENT - TEMPORARY:</b>	Joanne Affinito	Assistant Professor (One Year Only)	Nursing	U24	9	86,198.19	9/1/19 - 6/30/20
	Vivek Agnihotri	Assistant Professor (One Year Only)	Nursing	U24	9	86,198.19	9/1/19 - 6/30/20
	Annette Baron	Project Specialist (Temporary)	Human Resources			50,000.00	6/1/19 - 9/30/19
	Agustin Castillo	Program Services (PSS4, SC) (Temporary-1/2 Time)	Educational Leadership and Professional Studies (Leaders as Learners Grant)	U18	7	29,863.26	7/1/19 - 9/30/19
	Ginette Castro	Assistant Professor (One Year Only)	Nursing	U24	10	89,275.77	9/1/19 - 6/30/20
	Lama Chaddad	Instructor (One Year Only)	Public Health	U20	7	65,859.22	9/1/19 - 6/30/20
	David Ferrier	Project Coordinator (PSS2, SC) (Temporary)	College of Education (Leaders as Learners Grant)	U24	10	89,275.78	7/1/19 - 9/30/19
	Carole Gelfer	Professor (One Year Only, 3/4 Time)	Communication Disorders and Sciences	U32	7	88,717.83	9/1/19 - 6/30/20
	Robert Greco	Instructor (One Year Only)	English	U20	8	68,393.18	9/1/19 - 6/30/20
	Kathleen Horan	Instructor (One Year Only)	Nursing	U20	10	73,461.11	9/1/19 - 6/30/20
	Brent Lucia	Assistant Professor (One Year Only)	English	U22	6	69,816.96	9/1/19 - 6/30/20

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JUNE 27, 2019 MEETING

							FOR ACTION BY THE BOARD OF TRUSTEES AT THE JUNE 27, 2019 MEETING
<b>William Paterson University Personnel Matters</b>							
<b>Personnel Action</b>	<b>Name</b>	<b>Position</b>	<b>Department</b>	<b>Range</b>	<b>Step</b>	<b>Salary</b>	<b>Effective Date</b>
<b>APPOINTMENT - TEMPORARY:</b>	Laura Rifkin	Assistant Professor (One Year Only)	Marketing and Management	U25	9	100,236.46	9/1/19 - 6/30/20
	Kurt Siegelin	Assistant Professor (One Year Only)	Communication	U24	7	80,043.02	9/1/19 - 6/30/20
	Deanna Silver	Project Specialist (One Year Only, 1/2 Time)	College of Education			35,000.00	7/1/19 - 6/30/20
	Regina Tindall	Director of Compliance and Employee Relations (Dir. 2, SC) (Temporary)	Employment Equity and Diversity	D30		110,000.00	6/1/19 - 5/31/20
<b>LEAVE OF ABSENCE:</b>	Lindsay Balfour Medical Leave	Head Field Hockey Coach (PSS3, SC)	Athletics	U18	12	71,209.02	12/13/18 - 3/8/19
	Anita Barrow Medical Leave (1/4 Time)	Associate Profesor	Anthropology	U26	12	105,245.44	4/4/19 - 5/6/19
	Paula Fernandez Unpaid Leave	Assistant Professor	Sociology	U24	12	95,430.94	10/29/18 - 6/10/19
	Toni LaSala Medical Leave	Associate Professor	Kinesiology	U26	7	88,265.59	3/18/19 - 6/30/19
	Kara Rabbitt Educational Leave	Dean	College of Humanities and Social Services	35		208,300.00	7/1/19 - 6/30/20
	Michael Rees Medical Leave	Professor	Art	U33	11	143,292.98	4/8/19 - 6/17/19
	Robert Seal Administrativel Leave	Chief of Staff to the President and Board of Trustees (Exec. Asst. 1, SC)	Office of the President	D32		175,600.00	7/1/19 - 6/30/20
<b>RESIGNATION:</b>	Richard Baird	Associate Director, Public Safety and University Police (Assoc. Dir. 2, SC)	University Police and Public Safety	D27		94,000.00	5/2/2019
	Cherae Boyce	Resident Director, (PSS4, SC)	Residence Life	U18	2	48,244.04	6/28/2019
	Ugonma Chukwunyere	Chief Title IX Coordinator (Assoc. Dir. 3, SC)	Employment Equity and Diversity	D25		90,500.00	4/26/2019
	Caitlin Giordano	Assistant Director, Career Development Center (Ast. Dir. 3, SC)	Career Development	U22	3	61,437.40	7/5/2019
	Lee Michael Johnson	Associate Professor	Sociology	U26	9	95,057.53	6/30/2019
	Prabakar Kothandaraman	Professor	Professional Sales	X		149,944.05	6/30/2019
	Hermogenes Reynoso	Manager of Custodial and Logistical Services (Mng. Asst. Dir. 1, SC)	Physical Plant Operations	D26		85,500.00	5/17/2019
	Siamack Shojai	Dean	Cotsakos College of Business	D35		223,100.00	6/7/2019
	Marquita Smith	Assistant Professor	English	U22	8	75,403.33	6/30/2019
<b>RETIREMENT:</b>	Diane Ackerman	Information Specialist (Assoc. Dir. 2, SC)	Financial Aid	D27		101,600.00	3/31/2019
	Maboud Ansari	Professor	Sociology	U32	12	141,043.60	6/30/2019
	Sambhu Basu	Professor	Economics, Finance and Global Business	U33	12	148,068.55	6/30/2019
	Stephen Hahn	Professor	English	U33	12	148,068.55	6/30/2019
	Karen Hilberg	Associate Director, Recreational Services (PSS1, SC)	Recreational Services	U27	12	110,509.37	7/31/2019

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 MINUTES OF BOARD OF TRUSTEES  
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							FOR ACTION BY THE BOARD OF TRUSTEES AT THE JUNE 27, 2019 MEETING
William Paterson University Personnel Matters							
Personnel Action	Name	Position	Department	Range	Step	Salary	Effective Date
<b>RETIREMENT:</b>	Gary Kirkpatrick	Professor	Music	U32	12	141,043.60	6/30/2019
	Vincent Parrillo	Professor	Sociology	U32	12	141,043.60	6/30/2019
	Leonard Presby	Professor	Marketing and Management	U33	12	148,068.55	5/31/2019
	Michael Principe	Professor	Political Science	U32	12	141,043.60	8/31/2019
	Phillip Sprayberry	Media Relations Coordinator (Asst. Dir. 1, SC)	Public Relations	U26	12	105,245.44	6/30/2019
	Jane Stein	Executive Director of University Performing Arts (Dir. 1, SC)	University Performing Arts	D32		137,300.00	6/30/2019
	Kathleen Waldron	Former President	Office of the President	D41		342,000.00	6/30/2019
	Edward Weil	Professor	Anthropology	X		168,133.74	6/30/2019
<b>FUNCTIONAL TITLE CHANGE:</b>							
Lynne Orr, College of Education, from Professional Academic Advisor, COE (Asst. Dir. 1, SC) to Assistant Director, Teacher Candidate Success (Asst. Dir. 1, SC), effective 7/1/2019							
<b>INTERIM APPOINTMENT:</b>							
Wartyna Davis, Dean College of HSS, from Associate Dean CHSS (Assoc. Dean), \$170,600.00 to Interim Dean CHSS, \$192,000.00, effective 7/1/19 - 6/30/20							
Ian Marshall, English, from Professor, U30, \$111,409.53 to Interim Associate Dean CHSS, \$137,000.00, effective 7/1/19 - 6/30/20							
<b>PART TIME APPOINTMENT:</b>							
Mario Charles, Library, Reference Librarian, \$39.90, effective 7/1/19 - 6/30/20							
Catherine Dodwell, Library, Reference Librarian, \$45.88, effective 7/1/19 - 6/30/20							
Deborah Feingold, Career Development Center, Project Specialist, \$22.50, effective 7/1/19 - 6/30/20							
Kathleen Grimshaw-Haven, Library, Reference Librarian, \$45.88, effective 7/1/19 - 6/30/20							
<b>PROMOTION/RECLASSIFICATION:</b>							
Rebecca Baird, Residence Life, from Associate Director, D27, \$98,700.00 to Interim Director (Dir. 2, SC), D30, \$108,570.00, effective 7/1/19 - 6/30/20							
Luis Escobar, Academic Success Center, from Coord. Retention & Degree Completion Initiatives (Asst. Dir. 3, SC), D22, \$75,403.43 to Professional Academic Advisor (PSS2, SC), U24, \$80,043.02, effective 5/25/19							
Nancy Hartwicke-Cooke, Nursing, from Simulation Coordinator (PSS4, SC), U18, \$60,587.29 to Simulation Coordinator (PSS2, SC), U21, \$66,497.55, effective 3/30/2019							
Amanda Oleski, Office of the President, from Administrative Assistant (Confidential Secty), 52,000.00 to Sr. Administrative Assistant (Confidential Asst.), \$68,000.00, effective 7/1/2019							
Laura Rifkin, Marketing and Mangement, from Instructor, U21, \$82,467.32 to Assistant Professor, U25, \$100,236.46, effective 3/30/2019							