



New Jersey City University
Board of Trustees
2039 Kennedy Boulevard
Jersey City, NJ 07305-1597
njcu.edu

BOARD OF TRUSTEES MEETING NOTICE
Hepburn Hall – Gothic Lounge Room 202
June 26, 2023 @ 5:30 p.m.

AGENDA

- I. Approval of the Minutes from the April 24, 2023 Meeting (Action item)
- II. Chair’s Report
- III. President’s Report
 - A. University Update
- IV. Committee Reports
 - A. Executive Committee (Action Items)
 1. Personnel | Compensation
 2. Fort Monmouth/RWJB Health License Agreement Ratification
 3. Authorization for University Ground Lease Actions
 4. University Academy Charter High School Lease Amendment.
 - B. Finance and Audit Committee (Action Items)
 1. FY 2024 Tuition & Fees Schedule | New Program & Course Fees
 2. FY 2024 Bid Advertising Annual Waivers
 3. FY 2024 Operating Budget
 - C. Mission Committee (Action Items)
 1. Departmental Mergers Recommended by University Senate
 2. Distinguished Faculty Designations
 - D. Nomination and Governance Committee (Action Items)
 1. Board of Trustees Bylaws Amendments (i.e., Non-Voting Appointments: Faculty, Alumni, Foundation; Board attendance; public comment procedure)
- V. Old Business
- VI. New Business
- VII. Next Meeting – September 12, 2023
- VIII. Adjournment

SCHEDULE

- 4:00 p.m. Executive Session
5:30 p.m. Public Session – Hepburn Hall, Gothic Lounge Room 202

Individuals that wish to address the New Jersey City University Board of Trustees must submit a request to speak form accessible from the following university webpage in accordance with Board policy:

<https://www.njcu.edu/about/administration-governance/board-trustees/speaker-request-form>

Terms for addressing New Jersey City University’s Board of Trustees may be obtained at the following link:

<https://www.njcu.edu/about/administration-governance/board-trustees/terms-addressing-new-jersey-city-universitys-board-trustees>.

**New Jersey City University
Board of Trustees
April 24, 2023**

Public Session Minutes

ATTENDING:

Mr. Joseph Scott, Chair (Zoom)
Mr. Luke Visconti, Vice Chair
Dr. Steven Chang (Zoom)
Mr. Edward Fowlkes (Zoom)
Mr. James Jacobson
Mr. Carlos Lejnieks
Ms. Alejandra Martinez, *student trustee voting*
Ms. Ashley Pottinger, *student trustee non-voting*
Dr. Irene Trowell-Harris (Zoom)
Dr. Edward Whittaker
Mr. Andrés Acebo, Interim President *ex officio*
Ms. Rose Mary Reilly, *Secretary to the Board of Trustees*

Absent – Mr. Rafael Perez

Ms. Reilly welcomed the public who joined at the NJCU Main Campus – Gothic Lounge.

The meeting was called to order at 5:15 PM by Ms. Reilly.

NOTICE OF MEETING

Ms. Reilly noted that the time, date, location and agenda for this meeting were mailed to the Jersey Journal, the Star-Ledger, Office of the Secretary of State, Senate Majority Office, Council of New Jersey State College Locals and the New Jersey Association of State Colleges and Universities on April 19, 2023. Notice of this meeting was also posted on the University's email system and website.

APPROVAL OF MINUTES

Ms. Reilly requested a motion to approve the Minutes from the February 21, 2023 Board Meeting. The motion was moved by Mr. Visconti and seconded by Mr. Jacobson. (Yes-Mr. Scott, Mr. Chang, Mr. Jacobson, Mr. Lejnieks, Ms. Martinez, Dr. Trowell-Harris, Mr. Visconti, Dr. Whittaker; No-None; Abstention-Mr. Fowlkes). The motion passed.

CHAIR'S REPORT

Mr. Scott thanked the members of the Board for their dedicated support of the University's mission, and thanked Mr. Andrés Acebo, Interim President and for his dedication and leadership of the University. Mr. Visconti agreed with Mr. Scott and shared his support for the University and the students.

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INTERIM PRESIDENT'S REPORT

STUDENT UPDATE

Ms. Martinez shared the exciting news of the NJCU Student Government Association (SGA) announcement of its Executive Board leadership for the 2023-24 academic year. The election results are historic in nature as all five board winners are women. Ruth Diegue '24, President, Crystal Genthe '25, Executive Vice President, Alejandra Martinez '24, Vice President of Internal Affairs, Valerie Egharevba '24 will be the Vice President of Finance & Administration, and Breanna Felix '24 was the choice for Vice President of Public Relations & Marketing. She thanked the Faculty, Staff and Students for their support.

UNIVERSITY UPDATE

Interim President Acebo thanked the Board of Trustees for their dedication and support to the students and shared his commitment to the Board of Trustees, faculty and staff, union advocates, and student leaders, to continue to work in partnership every day to ensure that NJCU is on the way to recovery, and for the State to be part it. Recent meetings with the Black Caucus and Latino Caucus have reinforced their commitment to NJCU and the students the institution serves and champions. Interim President Acebo additionally reported on the growing partnerships with academic institutions and industry business leaders to enhance opportunities for the NJCU students.

FY23 FINANCIAL UPDATE

Mr. Ben Durant, Interim Vice President/Chief Financial Officer and Treasurer, provided an update on the FY23 Budget and FY24 planning, noting the University is currently projected to end the year with a deficit of approximately \$10.76 million, compared to the \$12.67 million deficit initially projected in the approved modified cash-based budget. The University is conservatively projecting to close the current fiscal year with \$8.2 million in total cash and short-term investments, or 21.67 days cash on hand. This amount reflects a starting cash position that is reduced by an estimated \$10.76 million operating deficit, as well as the release of the remaining HEERF funds that will have been disbursed to students by year end. Mr. Jacobson, Chair of the Finance and Audit Committee, thanked Mr. Durant for his dedication and hard work.

REQUEST TO SPEAK

The following individual requested to speak at the public session of the board and were called forward by Ms. Reilly:

Dr. William Calathes, Professor of Criminal Justice and AFT Local 1839 Chief Negotiator and Grievance Chair, addressed the challenges the university is facing and stressed his personal confidence in leadership and urged administration to continue unprecedented collaboration.

AFT Local President Barbara Hildner addressed the Board stressing the continued need to work collaboratively, and acknowledged Mr. Acebo's efforts to bring campus constituencies together.

EXECUTIVE COMMITTEE

Ms. Reilly put forward the request to approve the action items, which included Faculty and Professional Staff Reappointments, Managerial and Professional Staff New Hires, as of April 2024. The motion was moved by Mr. Visconti and seconded by Mr. Jacobson . (Yes-Mr. Scott, Mr. Chang, Mr. Fowlkes, Mr. Jacobson, Mr. Lejnieks, Ms. Martinez, Dr. Trowell-Harris, Mr. Visconti, Dr. Whittaker; No-None; Abstention-None). The motion passed.

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**Faculty Candidates for Reappointment
Group 1 – Distribution Date: October 19, 2022**

Faculty to the 5th Year (Effective: September 1, 2023)

1. Dr. Marcelo Fuentes, Assistant Professor, College of Arts and Sciences

**Faculty Candidates for Reappointment
Group 2 – Distribution Date: October 19, 2022**

Faculty to the 4th Year (Effective: September 1, 2023)

1. Dr. Jinrui Cao, Assistant Professor, College of Arts and Sciences
2. Dr. Moitrayee Chatterjee, Assistant Professor, College of Arts and Sciences
3. Dr. Ahmad Rabaa'i, Assistant Professor, School of Business

Faculty to the 3rd Year (Effective: September 1, 2023)

1. Dr. Lauren Johnson, Assistant Professor, School of Business
2. Dr. Johnathan Rosen, Assistant Professor, College of Professional Studies

Faculty to the 2nd Year (Effective: September 1, 2023)

1. Ms. Martha Mooke, Assistant Professor, College of Arts and Sciences

Professional Staff Candidates for Reappointment for July 1, 2024

**Professional Staff for Reappointment Consideration (Currently on 3 Year)
(Eligible for a Multiyear Reappointment up to 3 Years: July 1, 2024- June 30, 2027)**

Ms. Venida Rodman-Jenkins, Professional Service Specialist 1, Women's Center

**Professional Staff for Reappointment Consideration (Eligible for First Multiyear)
(Eligible for a Multiyear Reappointment up to 3 Years (July 1, 2023 to June 30, 2026)**

Mr. Syed Haider, Professional Services Specialist 3, Professional Security Studies

Professional Staff for Annual Reappointment Consideration (July 1, 2023 to June 30, 2024)

Mr. Lawrence Ladutke, Director of Advancement Services

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Managerial Regular Appointments

1. Aponte, Ana-Assistant Dean, Students
Dean of Students
Effective: 3/27/2023
Salary: \$90,000
2. Arroyo, Jennifer - Director, Childrens Learning Center
Childcare Center
Effective : 3/27/2023
Salary: \$ 80,000
3. Balda, Jose- Asst Vice President Enrollment Mgmt
Admissions
Effective: 2/27/2023
Salary: \$148,000
4. Hoyt, Jennifer - Director, Graduate & Transfer Admissions
Admissions
Effective : 3/27/2023
Salary: \$ 105,000
5. Valdez, Elizabeth, Director Student Accounts
Controllers Office- Bursar
Effective 4/5/2023
Salary: \$132,500

Professional Staff Regular Appointments

1. Jornales, Evana Lyka - PSS 3
Financial Aid
Effective: 3/27/2023
Salary: \$ 60,454.95
2. Kanga, Stacey- Director, First Year Admissions
Admissions
Effective 3/27/2023
Salary: \$115,759.11
3. Stewart, James- PSS3
Financial Aid
Effective: 2/21/2023
Separated: 3/11/2023
Salary: \$57,593.92
4. Williams, Leonard- PSS1
Admissions
Effective: 3/27/2023
Salary: \$96,460.57

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Managerial Temporary Appointments

1. Dong, Huijian- Acting Dean
Dean, School of Business
Effective 1/1/2023
Salary \$175,000
2. Mittman, Scott- Acting Dean
Dean, College of Arts & Sciences
Effective 1/1/2023
Salary: \$175,000
3. de los Rios, Monica-Interim University Counsel
President’s Office
Effective 4/3/2023
Salary: \$175,000

Professional Staff Temporary Appointments

1. Cruz, Alan, PSSIV
Pre-College Programs
Effective: 3/13/2023
Salary: \$54,706.59
2. Diggs, Charles, PSSIV
Youth Corp- Academic Affairs
Effective 2/28/2023
Salary: \$57,192.50
3. Espin, Carolina Counselor- PSS1
Counseling Center
Effective 4/3/2023
Salary \$77,161.97
4. Sanders, Joeline- PSS4
Dean, College of Education
Effective 4/10/2023
Salary: \$62,164.11
5. Valentin, Alessandra, PSS4
Women & Gender Studies
Effective: April 1, 2023
Salary: \$ 62,164.11

Professional Staff Temporary to Permanent

1. Mateo, Chrystal, Director NPTNJ
Literacy Education
Effective: April 3, 2023
Salary: \$ 66,501.82

Note: As of the last Board meeting held on February 21, 2023. List is sorted alphabetically by last name.

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NOMINATION AND GOVERNANCE COMMITTEE (FYI)

Mr. Lejnieks Chair of the Nomination and Governance Committee reported that the Committee will put forward amendments to the Board of Trustees Bylaws at the June meeting to include ex-officio Faculty, Alumni and Foundation representation.

MISSION COMMITTEE (ACTION)

Ms. Reilly put forward the request to approve the NJCU Resolution to Approve Additional Academic Rightsizing Recommendations. The motion was moved by Mr. Whittaker and seconded by Mr. Jacobson. (Yes- Mr. Scott, Mr. Chang, Mr. Fowlkes, Mr. Jacobson, Mr. Lejnieks, Ms. Martinez, Dr. Trowell-Harris, Mr. Visconti, Dr. Whittaker; No-None; Abstention-None). The motion passed.

NEW JERSEY CITY UNIVERSITY

RESOLUTION TO APPROVE ADDITIONAL ACADEMIC RIGHTSIZING

WHEREAS: The Board of Trustees of New Jersey City University (Board of Trustees) has general supervision over New Jersey City University (University) and has authority in matters involving the programs and degree levels to be offered by the University consistent with its programmatic mission and institutional plan, N.J.S.A. 18A:64-1 and -6; and

WHEREAS: In response to the declaration of a financial emergency in June of 2022, the University has reassessed its strategic priorities, which has included adjusting the University’s academic portfolio; and

WHEREAS: As part of the restructuring efforts, the University’s Division of Academic Affairs is engaging in a comprehensive reorganizational plan to reduce the University’s academic portfolio; and

WHEREAS: The Division of Academic Affairs has evaluated the University’s academic programs and their relationships to the University’s mission as a Minority and Hispanic-Serving Institution, the extent to which the academic programs under review were consistent with market trends and needs, and the return on investment for each academic program; and

WHEREAS: Upon thorough evaluation and review of the University’s academic portfolio, the Division of Academic Affairs recommended a reduction to the academic portfolio; and

WHEREAS: The Division of Academic Affairs and the University Senate facilitated an appeal process for the programs identified for sunseting; and

WHEREAS: 70 out of 111 academic programs initially identified for sunseting by the Division of Academic Affairs were **not** appealed; and

WHEREAS: The reduction of the University’s academic portfolio will ensure that the portfolio is tenable for the future sustainability of the University, and ensures that resources are focused on mission, market, and margins, and being used to support the University’s students effectively and efficiently; and

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WHEREAS: On February 21, 2023 the Board of Trustees of New Jersey City University approved the sunsetting of 97 academic programs upon recommendation from the Interim University President; and

WHEREAS: The Interim University President has reconnected three (3) additional programs for sunsetting as follows:

- Non-Accelerated Nursing Program;
- B.S. Geographic Information Science; and
- M.S. Criminal Justice (Subject to Program being Redesigned to Community Needs)

; be it therefore

RESOLVED: That the Board of Trustees of New Jersey City University on April 24, 2023 hereby approved the sunsetting of the following three (3) academic programs (subject to the noted condition):

- Non-Accelerated Nursing Program;
- B.S. Geographic Information Science; and
- M.S. Criminal Justice (Subject to Program being Redesigned to Community Needs).



Secretary to the Board of Trustees
April 24, 2023

Ms. Reilly put forward the request to approve the NJCU Resolution Authorizing the Conferral of Degrees. The motion was moved by Mr. Jacobson and seconded by Mr. Lejnieks. (Yes-Mr. Scott, Mr. Chang, Mr. Fowlkes, Mr. Jacobson, Mr. Lejnieks, Ms. Martinez, Dr. Trowell-Harris, Mr. Visconti, Dr. Whittaker; No-None; Abstention-None). The motion passed.

NEW JERSEY CITY UNIVERSITY

RESOLUTION AUTHORIZING THE CONFERRAL OF DEGREES

WHEREAS: The Board of Trustees (Board of Trustees) of New Jersey City University (University) is authorized by law to grant diplomas, certificates and degrees; and

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WHEREAS: The faculty and administration of the University will review the credentials of candidates for the professional diploma, baccalaureate, master’s and doctoral degrees to be awarded at the 2023 commencement exercises and will certify that the candidates have met the requirements for diplomas and degrees; be it therefore

RESOLVED: That the Board of Trustees on this 24th day of April 2023, does hereby authorize Interim President Andres Acebo to confer baccalaureate degrees, master’s degrees, doctoral degrees and professional diplomas at the May 30, 2023 commencement exercises; and; be it further

RESOLVED: That authorization is hereby given to Interim President Acebo to award degrees *honoris causa* in keeping with past practice at the commencement exercises on May 30, 2023.



Secretary to the Board of Trustees
April 24, 2023

Ms. Reilly put forward the request to approve the NJCU Resolution Approving the Award of Honorary Degrees to Ryan Haygood and Tania Leon. The motion was moved by Mr. Jacobson and seconded by Mr. Visconti. (Yes-Mr. Scott, Mr. Chang, Mr. Fowlkes, Mr. Jacobson, Mr. Lejniaks, Ms. Martinez, Dr. Trowell-Harris, Mr. Visconti, Dr. Whittaker; No-None; Abstention-None). The motion passed.

NEW JERSEY CITY UNIVERSITY

**RESOLUTION APPROVING THE AWARD OF HONORARY DEGREES TO
RYAN HAYGOOD AND TANIA LEON**

WHEREAS: By awarding honorary degrees, New Jersey City University (University) recognizes outstanding individuals whose accomplishments are of such excellence that they provide inspiration to our graduates; and

WHEREAS: The following individuals have displayed the level of exemplary achievement deemed worthy of the singular recognition conveyed by the conferral of an honorary degree by the University, namely:

RYAN HAYGOOD is presently the President and CEO of the New Jersey Institute for Social Justice where he leads a team of advocates who harness community engagement, research, writing, public education, policy and litigation to build reparative systems that create wealth, justice and power for Black, Brown and other people of color. Notably, he led a team that restored the right to vote to 83,000 people on probation

and parole. Under Ryan’s leadership, the Institute has also become a leader on New Jersey’s racial wealth gap, publishing original racial wealth data and championing policies to close the state’s vast wealth disparities, including the \$15 minimum wage. He also advocates to expand homeownership opportunities, establish fair appraisal policies and cancel student loan debt – and campaigns for a state reparations task force. Ryan speaks and writes regularly on issues concerning race, law, social justice, democracy and power.

TANIA LEON is a Cuban-born American composer of both large scale and chamber works. She is also renowned as a conductor, educator, and advisor to arts organizations. She has taught at Brooklyn College, one of the senior colleges of the City University of New York (CUNY) for almost 40 years, and is also on the faculty of the CUNY Graduate Center in Manhattan. León’s awards and recognitions are numerous. She has received the New York Governor’s Lifetime Achievement Award, as well as awards from the American Academy of Arts and Letters, the National Endowment for the Arts, Chamber Music America, NYSCA, the Lila Wallace/Reader's Digest Fund, ASCAP, the Koussevitzky Music Foundation, and Meet the Composer (among others). Leon has received honorary doctorates from Colgate University and Oberlin College, and has been a resident at Yaddo and at the Rockefeller Foundation’s Bellagio Center. She has also been a Visiting Lecturer at Harvard University, Visiting Professor at Yale University and the Musikschule in Hamburg. She has been a guest conductor with the Beethovenhalle Orchestra, Bonn; Gewandhausorchester, Leipzig; the Santa Cecilia Orchestra, Rome; the National Symphony Orchestra of South Africa, Johannesburg; and the New York Philharmonic (among others). She has been nominated twice for a Latin Grammy Award for Best Classical Contemporary Composition - and is the only Cuban and Cuban-American musician ever to be nominated for this award. She won the 2021 Pulitzer Prize for Music and in 2022 she was awarded a Kennedy Center Honor.

; be it therefore

RESOLVED: That the Board of Trustees does hereby authorize Interim President Andres Acebo to confer upon Ryan Haygood the Honorary Degree of Doctorate of Laws, and upon Tania Leon the Honorary Degree of Doctorate of Letters, at the May 30, 2023, New Jersey City University Commencement Ceremony at the Prudential Center in Newark, New Jersey.



Secretary to the Board of Trustees

BOT Public Session, April 24, 2023

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April 24, 2023

OLD BUSINESS

Nothing to report.

NEW BUSINESS

Nothing to report.

NEXT MEETING

The next Board meeting will be held on June 26, 2023. Ms. Reilly requested a motion for the board to move into executive session prior to the public session in order to discuss confidential personnel matters and contractual matters. The motion was moved by Mr. Visconti and seconded by Mr. Lejnieks (Yes-Mr. Scott, Mr. Chang, Mr. Fowlkes, Mr. Jacobson, Mr. Lejnieks, Ms. Martinez, Dr. Trowell-Harris, Mr. Visconti, Dr. Whittaker; No-None; Abstention-None). The motion passed.

The minutes of the executive session will become available to the public when there is no longer a need for confidentiality regarding these matters.

ADJOURNMENT

There being no further business to come before the Board, Ms. Reilly requested a motion for the board to adjourn the meeting. The motion was moved by Mr. Visconti and seconded by Mr. Jacobson. (Yes-Mr. Scott, Mr. Chang, Mr. Fowlkes, Mr. Jacobson, Mr. Lejnieks, Ms. Martinez, Dr. Trowell-Harris, Mr. Visconti, Dr. Whittaker; No-None; Abstention-None). The motion passed. and the meeting was adjourned.

Respectfully submitted,



Secretary to the Board of Trustees
April 24, 2023



**Board of Trustees
Public Session**

1. Personnel | Compensation Topics

Managerial Regular Appointments

Jonelle Knox, Assistant Provost for Student Success and Retention
VP Academic Affairs
Salary: \$ 130,000
Effective: 6/12/2023

Joseph Yeck, Director, Event Services
VP Student Affairs
Salary: \$ 85,000.00
Effective: 7/1/2023

Managerial Temporary Appointments

Patricia Altomonte, Associate Vice President, Finance
VP Administration & Finance
Salary: \$ 155,000
Effective: 6/5/2023

Brian Kirkpatrick, Vice President for Administration and Finance
VP Administration & Finance
Salary: \$250,000
Effective: 5/22/2023

Ira Thor, Associate Vice President Marketing & Communications
Marketing & Communications
Salary: \$141,450.00
Effective: 5/1/2023

Professional Staff Regular Appointments

Lawrence Ladutke, Director, Development
Development
Salary: \$ 127,622.42
Effective: 7/1/2023

Tatiana Reyes, Asst Director Graduate Admissions (Prof Serv Specialist 2)
Admissions
Salary: \$ 69,984.76
Effective: 4/24/2023

Leonard Williams, Associate Director, Male Initiatives (Correction to start date)
Campus Life
Salary: \$96,640.50
Effective: 5/8/2023

Note:

1. As of the last Board meeting held on April 24, 2023
2. List is sorted alphabetically by last name



**Board of Trustees
Public Session**

Professional Staff Temporary Appointments

Brendan Guzman, Head Men's Coach— Prof Serv Spec 3
Athletics
Salary: \$60,454.95
Effective: 5/22/2023

Note:

1. As of the last Board meeting held on April 24, 2023
2. List is sorted alphabetically by last name

NEW JERSEY CITY UNIVERSITY

RESOLUTION REGARDING SQUIER HALL LICENSE AGREEMENT

WHEREAS: In August 2021, New Jersey City University (“University”) opened its Fort Monmouth Campus, located in Oceanport, New Jersey. The Fort Monmouth Campus maintains Squier Hall, a state-of-the-art facility featuring 15 classrooms, a nursing education center, a cybersecurity computer lab, and other spaces; and

WHEREAS: RWJ BARNABAS HEALTH, INC. (“RWJBH”) has expressed its interest in the use of a portion of the Squier Hall facilities. The University and RWJBH seek to enter into a License Agreement for said use, which includes (among other items) an initial 5 year term, a 5 year option to renew, and RWJBH monthly payments to the University; and

WHEREAS: RWJBH further seeks to begin its use of the building in the late Summer/Fall 2023; and now be it therefore

RESOLVED: That the New Jersey City University Board of Trustees, on June 26, 2023, does hereby approve and authorize that the University President negotiate and execute a license agreement with RWJBH, and any and all other agreements/documents in furtherance of the License Agreement and to effectuate its purpose.

NEW JERSEY CITY UNIVERSITY

RESOLUTION AUTHORIZING THE UNIVERSITY TO NEGOTIATE AND SEEK APPROVAL TO MONETIZE EXISTING GROUND LEASE INTERESTS

WHEREAS: New Jersey City University (“University”) previously retained CBRE, Inc.(“CBRE”) to provide real estate consultative/brokerage services to conduct an assessment of University real estate; and

WHEREAS: CBRE has provided the University with deliberative assessments that have been evaluated in the interest of improving the University’s net financial position and reserves; and

WHEREAS: The University is currently the landlord pursuant to the terms of two ground leases located at Block 21902.04, Lot 4 and Block 21902.02, Lot 4; and

WHEREAS: The University now seeks to formally negotiate and monetize its existing ground lease interests; and

WHEREAS: The University also seeks to gain approval for these transactions from any appropriate State authority in accordance with N.J.S.A 52:20-1 et.seq., as applicable; and now therefore be it

RESOLVED: That the Board of Trustees of the University approves and authorizes the University President and other necessary University personnel to take all necessary steps and actions to request and obtain any necessary approvals in accordance with State law.

NEW JERSEY CITY UNIVERSITY
RESOLUTION AUTHORIZING AN AMENDED LEASE AGREEMENT WITH
UNIVERSITY ACADEMY CHARTER SCHOOL

WHEREAS: The New Jersey City University (“University”) entered into a Lease Agreement for property located at 275 West Side Avenue, in Jersey City, New Jersey with University Academy Charter School (“Charter School”) in May 2002; and

WHEREAS: The University also entered into an Affiliation Agreement with the Charter School on December 8, 2014; and

WHEREAS: It does not appear that the 2003 Lease Agreement has been amended; and

WHEREAS: The University now seeks to negotiate and amend the Lease Agreement with the Charter School; and now therefore be

RESOLVED: That the Board of Trustees of the University approve and authorize the University President to negotiate and execute an Amended Lease Agreement with University Academy Charter School, and any and all other agreements/documents in furtherance of the Amended Lease Agreement and to effectuate its purpose.

NEW JERSEY CITY UNIVERSITY

**RESOLUTION ESTABLISHING TUITION AND FEE RATES FOR THE
2023/2024 ACADEMIC YEAR**

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

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

WHEREAS: The Finance and Audit Committee has reviewed the tuition and fee rate increases and fiscal year 2024 budget and recommended adoption; and

WHEREAS: The Board adopts a tuition and fee increase of three (3) percent and a room and board increase of up to three (3) percent for the 2023/2024 academic year; and

WHEREAS: The Board also adopts the proposed new program fees appended hereto for the 2023/2024 academic year; and be it therefore

RESOLVED: That the New Jersey City University Board of Trustees on June 26, 2023 hereby approves the tuition and fee rate structure, as attached to this resolution, for the 2023/2024 academic year.



New Jersey City University
Board of Trustees
2039 Kennedy Boulevard
Jersey City, NJ 07305-1597
njcu.edu

NOTICE OF PUBLIC HEARING
FY2024 Tuition and Fees Schedule
Monday, April 24, 2023 @ 3:00 p.m.
Gilligan Student Union Building Multi-Purpose Room C

Recommendation:

That for the FY2024, the Board of Trustees adopts one of the following tuition and fees schedules and authorize the Administration to implement and administer a budget based upon the approved schedule, State appropriations and such other sources of funding which the University may receive. The tuition and fees schedules recommendation for consideration by the Board of Trustees anticipate scenarios of no increase or from a 1% to 3% increase in tuition. Proposed new program and course fees will also be presented. The schedules are attached.

Individuals that wish to present testimony on the proposed tuition and fee increases for FY2024 will have an opportunity during the meeting. In accordance with established University policy, individuals must a request to speak form accessible at <https://www.njcu.edu/about/administration-governance/board-trustees/speaker-request-form>. A copy of the terms for addressing New Jersey City University's Board of Trustees may be obtained at the following link:

<https://www.njcu.edu/about/administration-governance/board-trustees/terms-addressing-new-jersey-city-universitys-board-trustees>. Please specify FY2024 Tuition and Fee Hearing as the subject.

The hearing is held in compliance with the requirements of the New Jersey Higher Education Restructuring Act of 1994. The Board of Trustees will act on the FY2024 tuition and fees proposals at its meeting on June 26, 2023.

Joseph Scott, Chair Board of Trustees

New Jersey City University
FY2024 Tuition and Fee Hearing
 Rate Increase Scenarios for Fiscal Year 2024
 Prepared by: Office of Budget & Planning

TUITION CATEGORY	FY23 Actual		FY24 Potential 1.0% Increase		FY24 Potential 2.0% Increase		FY24 Potential 3.0% Increase	
	In-state	Out-of-state	In-state	Out-of-state	In-state	Out-of-state	In-state	Out-of-state
<u>Undergraduate Tuition</u>								
Tuition Per Credit	\$ 446.15	\$ 799.50	\$ 450.61	\$ 807.50	\$ 455.07	\$ 815.49	\$ 459.53	\$ 823.49
Tuition Per Semester	\$ 6,691.80	\$ 11,991.45	\$ 6,758.72	\$ 12,111.36	\$ 6,825.64	\$ 12,231.28	\$ 6,892.55	\$ 12,351.19
<u>Accelerated Nursing</u>								
Tuition Per Semester	\$ 11,733.45	\$ 16,187.35	\$ 11,850.78	\$ 16,349.22	\$ 11,968.12	\$ 16,511.10	\$ 12,085.45	\$ 16,672.97
Nursing Fee Per Semester	1,343.75	1,343.75	1,357.19	1,357.19	1,370.63	1,370.63	1,384.06	1,384.06
<u>Graduate On-site</u>								
Tuition Per Credit	\$ 797.70	\$ 1,271.80	\$ 805.68	\$ 1,284.52	\$ 813.65	\$ 1,297.24	\$ 821.63	\$ 1,309.95
<u>Graduate Online</u>								
Tuition Per Credit	\$ 797.70	\$ 797.70	\$ 805.68	\$ 805.68	\$ 813.65	\$ 813.65	\$ 821.63	\$ 821.63
<u>DSc. Security Studies</u>								
Tuition Per Credit	\$ 1,149.85	\$ 1,149.85	\$ 1,161.35	\$ 1,161.35	\$ 1,172.85	\$ 1,172.85	\$ 1,184.35	\$ 1,184.35
Tuition Per Semester	6,898.85	6,898.85	6,967.84	6,967.84	7,036.83	7,036.83	7,105.82	7,105.82
Program Fee Per Credit	114.25	114.25	115.39	115.39	116.54	116.54	117.68	117.68
Program Fee Per Semester	685.45	685.45	692.30	692.30	699.16	699.16	706.01	706.01
<u>Ed.D. Educational Technology Leadership</u>								
Tuition Per Credit	\$ 1,149.85	\$ 1,149.85	\$ 1,161.35	\$ 1,161.35	\$ 1,172.85	\$ 1,172.85	\$ 1,184.35	\$ 1,184.35
Tuition Per Semester	6,898.85	6,898.85	6,967.84	6,967.84	7,036.83	7,036.83	7,105.82	7,105.82
Program Fee Per Credit	114.25	114.25	115.39	115.39	116.54	116.54	117.68	117.68
Program Fee Per Semester	685.45	685.45	692.30	692.30	699.16	699.16	706.01	706.01
<u>Ed.D. Community College Leadership</u>								
Tuition Per Credit	\$ 1,012.95	\$ 1,012.95	\$ 1,023.08	\$ 1,023.08	\$ 1,033.21	\$ 1,033.21	\$ 1,043.34	\$ 1,043.34
Program Fee Per Credit	\$ 49.00	\$ 49.00	\$ 49.49	\$ 49.49	\$ 49.98	\$ 49.98	\$ 50.47	\$ 50.47
<u>Mandatory Fees</u>								
Student Activity Fee Per Credit	3.00	3.00	3.03	3.03	3.06	3.06	3.09	3.09
Student Activity Fee Per Semester	90.15	90.15	91.05	91.05	91.95	91.95	92.85	92.85
<u>Housing</u>								
West Campus Village - Double	\$ 5,492.60	\$ 5,492.60	\$ 5,547.53	\$ 5,547.53	\$ 5,602.45	\$ 5,602.45	\$ 5,657.38	\$ 5,657.38
West Campus Village - Single	6,089.50	6,089.50	6,150.40	6,150.40	6,211.29	6,211.29	6,272.19	6,272.19
Vodra & CO-OP - Double	4,666.35	4,666.35	4,713.01	4,713.01	4,759.68	4,759.68	4,806.34	4,806.34
Vodra - Single	5,492.60	5,492.60	5,547.53	5,547.53	5,602.45	5,602.45	5,657.38	5,657.38
<u>Meal Plans</u>								
G1	\$ 2,407.40	\$ 2,407.40	\$ 2,431.47	\$ 2,431.47	\$ 2,455.55	\$ 2,455.55	\$ 2,479.62	\$ 2,479.62
G5	2,407.40	2,407.40	2,431.47	2,431.47	2,455.55	2,455.55	2,479.62	2,479.62

Film Stock and Development Fee

Start Date: Fall 2023

Initiator: Professor Marcin Ramocki, Chair, Department of Media Arts

Rationale:

Historically, the Media Arts Department budget covered student consumables in film production courses. This includes the procurement and development of 16mm film stock. Given the decline in departmental budgets over the past few years, the Media Arts Department can no longer guarantee coverage of these items. In Fall 2022, this delayed the purchase of film stock, which negatively impacted the student experience. Going forward, film production courses will include a film stock and development fee.

There are three courses in the catalog, for which this new fee will apply:

1. **MEDI 312 Film Production I (3 Credits)**

This course introduces 16mm film production to students. Students learn the theoretical and practical applications of reflex viewing and focusing, editing, and montage through a progression of lecture/discussions and exercises of increasing complexity.

Pre-Requisite(s): MEDI 110 and MEDI 210

Fee: \$75.00 per student

2. **MEDI 333 Film Production II (3 Credits)**

This course is an advanced production course in which students create a sound sync movie. Students have the opportunity to explore the potential of sound on film and to discover the possibilities of manipulating time and space through the editing process. A major emphasis will be placed on the technical and aesthetic problems involved in lighting design, pre-production planning and post-production editing. Professional, standard 16mm equipment is used in all phases of production.

Pre-Requisite(s): MEDI 110 Foundations of Media Design, MEDI 210 Audio Production, and MEDI 312 Film Production I

Fee: 75.00 per student

3. **MEDI 417 Advanced Cinematography: Film Practicum (3 Credits)**

This is an advanced seminar designed to expand the filmmakers' skill in budgeting, production management, lighting, cinematography, filters, gels and various film stocks. Technical aspects

from choice of lens to roles and responsibilities of the camera crew are examined.

Pre-Requisite(s): MEDI 110, MEDI 210, and MEDI 312.

Fee: \$40.00 per student

The basis for the proposed course fees is as follows: In MEDI 312 and MEDI 333, a students' average consumption of film is a little over one roll (which costs \$65 per roll). In MEDI 417, students work on a film collaboratively, with film stock and development costs of about \$560.00. The fees should go into effect beginning with the Fall 2023 term.

Chemistry Department

The Chemistry Department would like to raise the fees of CHEM 1105, General Chemistry I Recitation/Laboratory (2 credits), CHEM 1106 Chemistry II Recitation/Laboratory (2 credits), and CHEM 2207 Organic Chemistry I Laboratory (1 credit) to \$50.00 to match the fees for other Chemistry courses. These courses were inadvertently left off last year's list.

This change would go into effect in Fall 2023.

Music, Dance, and Theatre

MDT is not requesting an increase in fees. Instead of calling the Applied Music fee a "piano accompaniment fee," the department would like to change the name to "Applied Music Fee." The fee will remain at \$260. The name change would go into effect in Fall 2023.

The name change applies to the following courses:

MDT 122 Applied Music I

MDT 123 Applied Music II

MDT 222 Applied Music III

MDT 223 Applied Music IV

MDT 322 Applied Music V

MDT 323 Applied Music VI

MDT 324 Applied Music VI

MDT 422 Applied Music VII

MDT 423 Applied Music VII

MDT 424 Applied Music VIII

MDT 425 Applied Music VIII

MDT 621 Graduate Applied Music Major I

MDT 622 Graduate Applied Music Major II

MDT 623 Graduate Applied Music Major III

MDT 629 Graduate Applied Music Major IV

NEW JERSEY CITY UNIVERSITY

RESOLUTION OF BID ADVERTISING ANNUAL WAIVERS FOR FISCAL YEAR 2024

WHEREAS: Pursuant to the New Jersey State Contracts Law (NJSA 18A: 64-52 et seq.) the University must advertise for bids on all contracts for goods and services which exceed \$100,000 except under circumstances specified in the statute where bids may be waived, and

WHEREAS: As permitted by the statute, the University seeks authorization of the Board of Trustees to contract without bidding with vendors that the University expects to do business within Fiscal Year 2024 because there are no alternatives and/or the State allows for waivers, and

WHEREAS: Whenever and wherever possible, the University intends to test the appropriateness of dealing with any given contract vendor by seeking alternate bids for the goods and services with other vendors, if available, and

WHEREAS: The University is requesting a bid advertising waiver for the attached list of such vendors and estimated expenditure amounts for Fiscal Year 2024 which will help ensure the continued efficient operation of the University, be it therefore

RESOLVED: That the Board of Trustees of New Jersey City University on this 26th day of June 2023 does hereby approve the attached list of bid advertising waivers for Fiscal Year 2024.



Office of the Vice President of Administration and Finance

TO: Members of the Finance and Audit Committee

FROM: Brian Kirkpatrick, Vice President of Administration and Finance

DATE: June 12, 2023

RE: Fiscal Year 2024 Waivers of Advertising

The New Jersey State College Contracts Law requires that the University advertise for bids on all contracts for goods and services which exceed \$100,000. Exceptions may be authorized by the Board of Trustees under certain circumstances such as establishing contracts with vendors that are sole source providers and it is not practicable for the University to bid, or for the existence of proprietary products. In the last several years, in order to make the waiver process more efficient, the University requested pre-approval of the bid advertising waivers anticipated for the fiscal year.

The University is requesting approval of the waivers that are required for fiscal year 2024. Attached is a list of anticipated waivers and associated amounts from fiscal year 2023, the total amount of purchase orders issued and the related amounts expended, as well as a brief justification and the estimated expenditure for fiscal year 2024. While this list includes all anticipated waivers at this time, it is possible that additional waiver requests may be submitted during the course of the fiscal year if needed.

The University continues to proactively evaluate existing purchasing contracts to seek additional opportunities for bidding where feasible. It is the University's intent to continue to test the choice of vendors that we engage contractually by seeking alternate bids whenever possible.

NJCU Board of Trustees Meeting - June 26, 2023 - Finance and Audit Committee

New Jersey City University Annual Waiver Request Fiscal Year 2024

	NJ Statute	Vendor	Waiver Description	FY22 Request	FY22 Paid	FY23 Request	FY23 Paid	FY24 Request	Department	Justification	Years Active
1	18A:64-56a.08	Jersey City Municipal Utilities Authority	Supply of water and sewage service. Board of Public Utilities jurisdiction regarding pricing.	\$600,000	\$580,000	\$600,000	\$600,000	\$600,000	Facilities & Construction	Board of Utilities Jurisdiction	10+
2	18A:64-56a.08	PSE&G	Supply electricity and transmission of natural gas and electricity.	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	Facilities & Construction	Board of Utilities Jurisdiction	10+
3	18A:64-56a.6	EBSCO Subscription Service and Publishing	Library databases, scholarly journal subscriptions, e-books and print books	\$225,000	\$150,000	\$175,000	\$122,000	\$135,000	Library	Copyrighted Library Materials, Current and archival issues of journals and multidisciplinary databases	10+
4	18A:64-56a.19	CBord, Inc.	Software maintenance fees, database management fees, entitlement credits, help desk fees and access hardware needs and replacements.	\$150,000	\$150,000	\$130,000	\$110,000	\$150,000	Business Services	Proprietary - Sole Source: Software licensing and maintenance for card access, campus card program. Mobile apps: GetFoods, MobileID and GetFunds. Software CSGOLD upgrade to Version 8	10+
5	18A:64-56a.19	Oracle PeopleSoft, Inc.	Software maintenance and support fees for applications that power the University's information systems: Oracle Budget Enterprise Planning Management (EPM) System, Oracle PeopleSoft Enterprise Resource Planning System (ERP) system including Campus Solutions (Student Administration), Human Capital Management, Financial Management, eProcurement and Enterprise Campus Portal, Oracle's Taleo Talent Acquisition System	\$425,000	\$425,000	\$687,500	\$683,000	\$710,000	Information Technology	Information Technology- Proprietary - Sole Source - Enterprise information systems are critical to University administrative functions. These integrated systems manage the information between all business functions.	10+

NEW JERSEY CITY UNIVERSITY

RESOLUTION REGARDING THE FISCAL YEAR 2024 BUDGET

WHEREAS: State Colleges and Universities have been authorized to establish revenue, expense, and capital budget projections for the FY24; and

WHEREAS: The New Jersey City University Board of Trustees on June 26, 2023, approved the tuition rates, room and board rates, and rates for other fees for the 2023/2024 academic year; and

WHEREAS: The University prepared its operating and capital budgets for FY24 based on projected State appropriation and tuition and fee increases, which projects total operating revenues and expenses and capital expenditures as outlined in the attached FY24 budget proposal; and

WHEREAS: The Board of Trustees has reviewed the FY24 budget projections at its June 26, 2023 meeting and recommends adoption; and

WHEREAS: The University will provide regular financial updates throughout the fiscal year to the Board of Trustees and recommend any necessary adjustments in furtherance of cost containment strategies; and now be it

RESOLVED: That the New Jersey City University Board of Trustees on June 26, 2023 does hereby approve the FY24 Operating and Capital Budgets.

NJCU

FY 2024 Proposed Budget

June 26, 2023



NJCU's rightsizing of academic and administrative expenses began in January 2023. The benefits of these reductions have not been fully realized during FY 2023 but will continue to be realized in FY 2024 and beyond.

Factors affecting FY 2024 budget development:

- 6% projected decline in enrollment,
- Continued growth in deferred maintenance costs and needs,
- All vacant positions (except those currently being advertised) were excluded,
- Operating expenses (non-salary) held at or below FY 2023 levels,
- Tuition and fee increases capped at 3%,
- Phased implementation of academic rightsizing plan,
- All agreements that are unsigned have been omitted from the FY 2024 budget,
- Inflationary adjustment for cost of living included.



FY 24 Tuition and Fee Scenarios

Current FY 2023 Tuition Budget:
\$82,830,872

	FY24 No Increase	FY24 Potential 1.0% Increase	FY24 Potential 2.0% Increase	FY24 Potential 3.0% Increase
Undergraduate Tuition	\$ 57,061,622	\$ 57,632,238	\$ 58,202,854	\$ 58,773,470
Accelerated Nursing	\$ 3,704,786	\$ 3,741,833	\$ 3,778,881	\$ 3,815,929
Graduate Tuition	\$ 15,491,527	\$ 15,646,443	\$ 15,801,358	\$ 15,956,273
DSc. Security Studies	\$ 463,942	\$ 468,581	\$ 473,221	\$ 477,860
Ed.D. Educational Technology Leadership	\$ 1,277,990	\$ 1,290,770	\$ 1,303,550	\$ 1,316,330
Mandatory Fees	\$ 902,241	\$ 911,263	\$ 920,285	\$ 929,308
AHM Tuition	\$ 5,175,997	\$ 5,175,997	\$ 5,175,997	\$ 5,175,997
FY24 Tuition	<u>\$ 84,078,105</u>	<u>\$ 84,867,126</u>	<u>\$ 85,656,147</u>	<u>\$ 86,445,168</u>
Annual Estimated Collection Rate	91.57%	91.57%	91.57%	91.57%
Estimated FY24 Collection	\$ 76,990,320	\$ 77,712,827	\$ 78,435,334	\$ 79,157,840
Collection Rate from Prior Years	3.50%	3.50%	3.50%	3.50%
FY24 Estimated Tuition & Fee Collection	<u><u>\$ 79,933,054</u></u>	<u><u>\$ 80,683,176</u></u>	<u><u>\$ 81,433,299</u></u>	<u><u>\$ 82,183,421</u></u>
Additional Revenue to be collected based on increase	No Tuition Increase	\$ 750,122	\$ 1,500,245	\$ 2,250,367

6/22/2023

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FY24 Proposed Budget

Assumes **3%** increase in tuition and fees.

Salary budget includes only active positions and those currently being advertised.

Budget includes **\$4.0M** in funding to address capital and deferred maintenance.

AFT increase of **\$1.5M** pending state appropriation.

	General Fund	AFT Increase	Grant Match	Debt Service	Capital Funds	Total Budget
Revenues						
State Appropriations	27,906,000	1,499,350				29,405,350
State Paid Fringe Benefits	18,076,652					18,076,652
Tuition & Fees	82,183,421	-				82,183,421
Institutional Scholarships	(13,200,621)					(13,200,621)
Sales & Services	2,533,713					2,533,713
Other Revenues	3,658,503			533,281		4,191,784
Total	\$ 121,157,668	\$ 1,499,350	\$ -	\$ 533,281		\$ 123,190,299
Expenses						
Salaries and Wages	71,473,160	1,499,350	860,001			73,832,511
Staff Benefits	18,076,652		748,925			18,825,577
Supplies, Materials & Equipment	19,209,532		2,200		4,000,000	23,211,732
Services	4,121,022		10,500			4,131,522
Scholarships & Fellowships			65,423			65,423
Debt Service	-			7,342,664		7,342,664
Utilities & Maintenance/Software	3,552,500					3,552,500
Other Expenses	157,233		208,841			366,074
Total	\$ 116,590,099	\$ 1,499,350	\$ 1,895,890	\$ 7,342,664	\$ 4,000,000	\$ 131,328,003
Operating Surplus/Deficit	\$ 4,567,570	\$ -	\$ (1,895,890)	\$ (6,809,383)	\$ (4,000,000)	\$ (8,137,703)

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FY23 to FY24 Budget Comparison

The rightsizing process began in January of 2023 and not all savings have been realized and/or completed.

Starting structural operating deficit of \$22.7M in FY 2023.

Projected structural operating deficit to be reduced to \$8.1M in FY 2024.

	FY 2023 Approved Budget	FY 2024 Proposed Budget	Change in Dollars	% Increase/ Decrease
Revenues				
State Appropriations	33,913,000	29,405,350	(4,507,650)	-13.29%
State Paid Fringe Benefits	19,400,000	18,076,652	(1,323,348)	-6.82%
Tuition & Fees	82,830,872	82,183,421	(647,451)	-0.78%
Institutional Scholarships	(14,000,000)	(13,200,621)	799,379	-5.71%
Sales & Services	2,500,000	2,533,713	33,713	1.35%
Other Revenues	4,242,230	4,191,784	(50,446)	-1.19%
Total	\$ 128,886,103	\$ 123,190,299	\$ (5,695,804)	-4.42%
	FY 2023 Approved Budget	FY 2024 Proposed Budget	Change in Dollars	% Increase/ Decrease
Expenses				
Salaries and Wages	79,074,505	73,832,511	(5,241,995)	-6.63%
Staff Benefits	19,968,562	18,825,577	(1,142,985)	-5.72%
Debt Service	7,338,041	7,342,664	4,623	0.06%
Operating Expenses	35,171,995	31,327,251	(3,844,744)	-10.93%
Total	\$ 141,553,103	\$ 131,328,003	\$ (10,225,101)	-7.22%
Operating Surplus/Deficit	\$ (12,667,000)	\$ (8,137,703)	\$ 4,529,297	35.76%

6/22/2023



Year End Financial Data

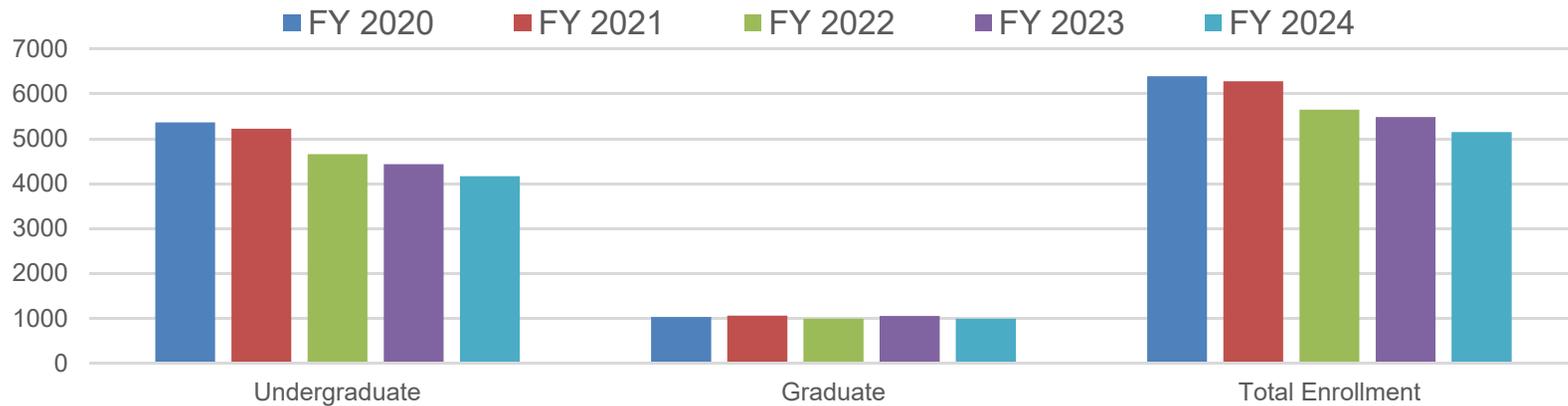
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
REVENUES	Audited	Audited	Audited	Budget	Proposed Budget
Tuitions & Fees	99,034,000	96,878,000	92,545,000	82,831,000	82,183,000
Auxiliary Enterprises	3,591,000	1,703,000	2,927,000	2,500,000	2,534,000
Less Institutional Scholarships	(9,576,000)	(10,717,000)	(14,293,000)	(14,000,000)	(13,201,000)
Federal, State & Private Grants	4,544,000	4,262,000	6,265,000		1,499,000
State Appropriation	21,532,000	26,692,000	30,924,000	33,913,000	27,906,000
State Paid Fringe Benefits	24,258,000	25,777,000	23,916,000	19,400,000	18,077,000
Stimulus Funds	5,523,000	27,187,000	16,747,000	-	-
All Other Revenue	3,661,000	1,140,000	3,722,000	4,242,000	4,192,000
Total Revenue	152,567,001	172,922,000	162,753,000	128,886,000	123,190,000
EXPENSES	Audited	Audited	Audited	Budget	Proposed Budget
Salaries and Wages	92,439,000	83,840,000	88,581,000	79,075,000	73,833,000
Fringe Benefits	23,745,000	26,363,000	22,348,000	19,961,000	18,826,000
Insurance	499,000	424,000	478,000	469,000	470,000
Utilities	2,894,000	2,728,000	3,273,000	4,850,000	4,350,000
Other Non-Personnel Expense	27,979,000	26,717,000	23,623,000	20,970,000	23,744,000
CARES/HEERF Direct Payments	3,894,000	6,582,000	7,183,000	5,751,000	
Bad Debt & Other Student Aid	3,626,000	3,461,000	2,284,000	-	
Interest on Debt	6,421,000	5,972,000	6,246,000	-	
Depreciation	10,554,000	10,559,000	10,529,000	10,477,000	10,105,000
Total Expenses	\$ 172,051,000	\$ 166,646,000	\$ 164,545,000	\$ 141,553,000	\$ 131,328,000
Surplus/Deficit	\$ (19,483,999)	\$ 6,276,000	\$ (1,792,000)	\$ (12,667,000)	\$ (8,138,000)

6/22/2023

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NJCU Enrollment Trend



Year	Undergraduate	Graduate	Total Enrollment	Change %
FY 2020	5363	1028	6391	
FY 2021	5222	1054	6276	-1.80%
FY 2022	4653	991	5644	-10.07%
FY 2023	4428	1051	5479	-2.92%
FY 2024	4162	988	5150	-6.00%

6/22/2023



Capital Maintenance Items

Building	Request	Justification	Estimated Cost
Rossey Hall	HVAC Infrastructure Replacement of Air Cooled Chiller Assembly and Components	30 yr.+ Steam Chiller requires replacement. NJCU is currently renting an air-cooled chiller for 128k annual. Aged HVAC infrastructure is causing unhealthy conditions for our students, faculty, and staff when optimal temps cannot be managed.	\$ 1,250,000
Hepburn Hall	Boiler - Deaerator Tank Assembly	Jurisdictional Violations issued due to 30 yr.+ deaerator tank requires replacement. Certificates of Operation cannot be issued until the violation(s) are resolved	700,000
Hepburn Hall	Refurbish High Pressure Water Tube Boiler#2 and Sub-Assemblies and Controls	Jurisdictional violations are pending due to failure of high pressure steam boilers - NJCU is required to operate a primary and secondary boiler with additional backups.	2,000,000
Hepburn Hall	Steam and Condensate Underground Piping from Boiler Plant to Supplied Buildings	Jurisdictional Violations are pending due to underground steam and condensate piping- NJCU is required to ensure compliance with FM Global concerns for lack of or no heat to building that can potentially cause freeze exposure and property damages.	800,000
Campus-Wide	HVAC Building Management System (BMS) - Upgrades and Repairs - data and mechanical	Aged HVAC infrastructure is causing unhealthy conditions for our students, faculty, and staff when optimal temps cant be managed - upgrades in infrastructure will avoid break-downs	2,000,000
Campus-Wide	Elevator Infrastructure Upgrades - Campus Wide - complete refurbish	Risk of ADA Violations can happen due to aged infrastructure causing several elevators to break-down making repairs difficult due to obsolete parts.	3,000,000
Guarini Library	HVAC Infrastructure Replacement of Air Cooled Chiller Assembly and Components	Aged HVAC infrastructure is causing unhealthy conditions for our students, faculty, and staff when optimal temps cant be managed - upgrades in infrastructure will avoid break-downs	1,250,000
Rossey Hall Library	HVAC Infrastructure Replacement of Air Cooled Chiller Assembly and Components	Aged HVAC infrastructure is causing unhealthy conditions for our students, faculty, and staff when optimal temps cant be managed - upgrades in infrastructure will avoid break-downs	1,000,000
Resident Halls	Vodra Hall, Co-Op Hall, and West Campus Village - Capital Infrastructure Upgrades	HVAC, mechanical, elevators, and furniture require upgrades and replacement due to both age and breakdowns.	10,000,000
		Total	\$ 22,000,000

6/22/2023

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NEW JERSEY CITY UNIVERSITY

RESOLUTION

Merging the Department of Health Science and the Department of Fitness, Exercise, and Sport Science to be renamed the Department of Population Health and Exercise Science and the Merger of the Department of Philosophy and Religion and the Department of History to be renamed the Department of History, Philosophy, and Religion

WHEREAS: The Board of Trustees of New Jersey City University has general supervision over New Jersey City University (“University”) and has authority in matters involving the programs and degree levels to be offered by the University consistent with the University’s programmatic mission and institutional plan, N.J.S.A. 18A:64-1 and -6; and

WHEREAS: Consistent with the mission of the University to provide a diverse population with an excellent university education and the institutional strategic plan which provides for the development of academic programs of the highest quality; and

WHEREAS: Each academic department is responsible for designing, creating, and scheduling courses, recommendation of staffing, monitoring the quality of instruction, recruiting students, encouraging professional development activities, evaluating faculty, and revising course offerings as needed; and

WHEREAS: The University recommends the merger of the Department of Health Science and the Department of Fitness, Exercise, and Sport Science to become the Department of Population Health and Exercise Science; and

WHEREAS: The University recommends the merger of the Department of Philosophy and Religion and the Department of History, to become the Department of History, Philosophy and Religion; and

WHEREAS: The University Senate has considered and, on November 16, 2022, approved the merger of the Department of Health Science and the Department of Fitness, Exercise, and Sport Science to become the Department of Population Health and Exercise Science; and

WHEREAS: The University Senate has considered and, on November 16, 2022, approved the merger of the Department of Philosophy and Religion and the Department of History, to become the Department of History, Philosophy and Religion; and be it therefore

RESOLVED: That the Board of Trustees of New Jersey City University on June 26, 2023, hereby approves the merger of the Department of Health Science and the Department of Fitness, Exercise, and Sport Science to become the Department of Population Health and Exercise Science and the merger of the Department of Philosophy and Religion and the Department of History, to become the Department of History, Philosophy and Religion.



**NEW JERSEY CITY UNIVERSITY
RESOLUTION GRANTING PROFESSOR EMERITUS STATUS**

WHEREAS: Pursuant to New Jersey City University (“University” or “NJCU”) personnel policies, board bylaws, and prevailing statutory authority, the Board of Trustees upon recommendation of the Faculty and Professional Staff Affairs Committee of the University Senate, the Senior Vice President and Provost, and President of the University may provide emeritus/emerita status to a retired professor should it desire to recognize meritorious performance; and

WHEREAS: The University Mission Committee of the Board of Trustees has endorsed the recommendation of Professor Carrie Robinson, for her exceptional scholarship and service to NJCU and the profession of Education.

RESOLVED: That the Board of Trustees of New Jersey City University on this 26th day of June 2023 hereby designates Dr. Carrie Robinson as Professor Emerita of New Jersey City University with all the rights, duties, and privileges thereunto appertaining.

Secretary to the Board of Trustees
June 26, 2023



**NEW JERSEY CITY UNIVERSITY
RESOLUTION GRANTING DISTINGUISHED FACULTY AWARD**

WHEREAS: Pursuant to New Jersey City University (“University” or “NJCU”) personnel policies, board bylaws, and prevailing statutory authority, the Board of Trustees upon recommendation of the Faculty and Professional Staff Affairs Committee of the University Senate, Senior Vice President and Provost, and President of the University; may provide faculty members a Distinguished Service Award to a retired professor, who has demonstrated commitment to the University, its mission and its students, should it desire to recognize meritorious performance; and

WHEREAS: The University Mission Committee of the Board of Trustees has endorsed the recommendation of Professor Sabine Roehr for her outstanding research, teaching, and service as a faculty member at NJCU.

RESOLVED: That the Board of Trustees of New Jersey City University on this 26th day of June 2023 hereby designates Dr. Sabine Roehr as Distinguished Faculty of New Jersey City University with all the rights, duties, and privileges thereunto appertaining.

Secretary to the Board of Trustees
June 26, 2023

NEW JERSEY CITY UNIVERSITY

RESOLUTION TO ADOPT AMENDED BYLAWS

WHEREAS: The New Jersey City University (“NJCU”) Board of Trustees (“Board of Trustees”) is authorized under law to exercise such powers, rights and privileges that are incident to the proper government of the University; and

WHEREAS: The Board of Trustees has previously exercised its powers where necessary or appropriate to adopt and amend its By-Laws from time to time; and

WHEREAS: Amendment of the By-Laws is necessary and appropriate to conform to sound practices; and now be it

RESOLVED: That the Board of Trustees, on June 26, 2023, does hereby amend and adopt its By-Laws as appended to this resolution.

**BY-LAWS of the BOARD OF TRUSTEES
of
NEW JERSEY CITY UNIVERSITY**

Article I

Name and Seal

The official name of this body shall be “The Board of Trustees of New Jersey City University”, hereinafter called the “Board”.

The Board shall adopt a seal whose custody shall be in the Secretary of the Board.

Article II

Offices

The principal office of the Board shall be located on the campus of New Jersey City University, Jersey City, New Jersey, hereinafter called the “University”. Such other offices as needed for the conduct of its business may from time to time be designated by the Board.

Article III

Duties and Powers

The Board is established pursuant to N.J.S.A. 18A:3B-6 and 18A:64-6 and 7 of the New Jersey Statutes, the State College Autonomy Laws (P.L.1986, c.42, 43), the Higher Education Restructuring Act (P.L. 1994, c.48), Statewide Governance Reforms 2010 (P.L. 2009, c.308), the “State College Statute” and all other laws pertaining thereunto or which may be enacted relative to this Article. It shall generally have control and management of all affairs of the University and shall exercise all such powers and such lawful acts and things necessary or expedient in the control and management of the affairs of the University as are not by statute or by these By- Laws, otherwise to be exercised. The Board may adopt such rules and regulations for the conduct of its meetings and management of the University as it may deem proper, not inconsistent with said laws.

Article IV

Membership

Section 1. Public Members: In accord with the State College Statute, the Board shall be comprised of a minimum of seven and a maximum of 15 voting members who shall be appointed by the Governor with the advice and consent of the Senate. Terms of office for appointed members shall be for six years. Vacancies are filled in the same manner as original appointments for the remainder of unexpired terms. Each member shall serve until the member’s

successor shall have been appointed. An appointed member of the Board may resign as a member of the Board by providing the written resignation to the Governor and the Chair of the Board. The Chair of the Board shall notify the other members of the Board and the President of the resignation.

Section 2. President: The President of the University serves on the Board *ex officio*, without vote.

Section 3. Student Representative Members: Two full-time, regularly matriculated students in good academic standing, who are 18 years of age or older, and citizens of the United States, shall be elected to the Board by the Student Government Organization and serve subject to the conditions outlined in NJSA 18A:64-3.1.

Section 4. Trustee *Emeritus*: Upon leaving Board membership, a trustee who has provided distinguished service to the University shall be eligible for nomination to the honorary status of Trustee *Emeritus*. Election to the honorary Trustee *Emeritus* status shall be by majority vote of the Board upon nomination by the Executive Committee. A Trustee *Emeritus* shall serve in the honorary status for a term of three years and may be re-elected without limit. The status is non-voting with regard to the Board's official actions. However, a Trustee *Emeritus* may be invited to public Board meetings and functions, be eligible for appointment by the Chair to serve on Board advisory special committees, and be called upon to serve the Board and President in an advisory capacity on matters where the individual's interest, experience and expertise will best serve the University. The number of Trustees *Emeritus* is at the Board's discretion and the honor will be reserved solely for individuals who have served a full six year term and who have attained a significant record of distinguished service.

Section 5. Non-Voting Faculty Representative Member: The University Senate President shall appoint one (1) full-time tenure track faculty member to serve consistently as a Non-Voting Faculty Member to the Board. The Faculty Representative shall serve the general interest of the University and is invited to participate with the Trustees in deliberations at the public meetings of the Board to provide a broad educational perspective to the business before the Board.

The Faculty Representative does not represent any particular organization, department, or college of the University, but presents his/her individual views as a professional and an educator. In making an appointment of Faculty Representative, the University Senate President shall seek an individual who has demonstrated great commitment to the advancement of the University, professional distinction in his/her field of study, and a broad and balanced view of educational issues important to the University.

The University Senate President may appoint him/herself as the Faculty Representative.

Once appointed, the Faculty Representative serves a one-year term that runs concurrently with the term of the University Senate President and shall be a non-voting member.

Section 6. Non-Voting Alumni Representative Member: The President of the Alumni Association shall serve as the one (1) Non-Voting Alumni Member to the Board. As the Alumni Representative, the President of the Alumni Association is invited to participate with the Trustees in deliberations at the public meetings of the Board.

The Alumni Representative shall be a non-voting member.

Section 7. President, NJCU Foundation: The President of the NJCU Foundation shall serve on the Board *ex officio*, without vote.

Section 8. Board Member Attendance: Trustees are expected to attend all meetings of the Board. No Trustee may be absent from two (2) or more public Board meetings per year (July 1 – June 30) without written approval of the Board Chair. Two unexcused or unapproved absences in violation of this provision will constitute sufficient cause to seek removal of the Trustee by the Governor in accordance with the provision of N.J.S.A 18A:64-3. Removal shall be requested/sought by the Board Chair, in writing to the Governor, with notification of the unexcused absences.

Article V

Meetings

Section 1. Regular, Executive and Special Meetings: Meetings of the Board shall be held at the principal office of the Board or any other place which the Chair or a majority of the Board may from time to time designate. There shall be a regular meeting of the Board in September and at such other times as the Board may designate each year. All meetings shall be conducted in accordance with the “Open Public Meetings Act”.

There shall be executive meetings of the Board preceding the regular meetings provided that notice has been given subject to the provisions of the “Open Public Meetings Act”. Other public or executive meetings shall be held whenever called by the Chair. The Chair shall call a special public meeting of the Board whenever requested in writing by any five Trustees to do so. Forty- eight hours’ notice shall be given to each Trustee by the Secretary of the Board for each meeting of the Board whether regular, special, or executive. Such notice may be given by mail, telegram, telephone, by other telephonic or electronic means or in person. An executive meeting may be held on the same day as a public meeting and vice-verse: provided, however, that the notice requirements of these By-Laws and the provisions of the “Open Public Meetings Act” shall have been met.

Section 2. Quorum: When the full voting membership of the Board is an even number, quorum for the transaction of Board business shall be one half of the voting members of the Board plus two. When the full voting membership of the Board is an uneven number quorum for the transaction of Board business shall be a majority of the voting members of the Board plus one.

The Trustees participating in any meeting, if less than a quorum, may adjourn any meeting from time to time until such quorum shall be constituted.

All questions coming before the Board shall be determined and decided by a majority vote of those participating in the meeting and eligible to vote, except as may otherwise be expressly provided in the State College Statutes; or except that in the fixing of salaries and the employment or termination of employment, transfer or dismissal of any personnel of the University, a majority vote of the whole number of the Board shall be required.

Each Trustee shall be entitled to one vote at all meetings of the Board except the voting student Trustee whose right to vote is limited by law and the second student Trustee who has been appointed as a non-voting Trustee.

Section 3. Notification: At least forty-eight hours’ notice of special and regular public meetings

shall be posted on official bulletin boards, filed with the New Jersey Secretary of State, and given to the news media. Such notice is to be in writing and set forth the time, date, and place and purpose of the meeting. The Jersey Journal published in the City of Jersey City and The Star Ledger published in the City of Newark are designated as the newspapers to receive such notices.

Upon the affirmative vote of three quarters of the members present, the Board may hold a meeting notwithstanding the failure to provide adequate notice if:

such meeting is required in order to deal with matters of such urgency and importance that a delay for the purpose of providing adequate notice would be likely to result in substantial harm to the public interest; and the meeting is limited to discussion of and acting with respect to such matters of urgency and importance; and notice of such meeting is provided as soon as possible following the calling of such meeting by posting of the same in the public place described above, and also by notifying the two newspapers designated above by telephone, telegram, or by delivering a written notice of same to such newspapers, either the Board could not reasonably have foreseen the need for such meeting at a time when adequate notice could have been provided; or although the Board could reasonably have foreseen the need for such meeting at a time when adequate notice could have been provided; it nevertheless failed to do so.

No official action and no binding action shall be taken by the Board at any meeting other than a public meeting of which notice has been given as required in these By-Laws.

Section 4. Voidable Acts: Any action taken by the Board at a meeting which does not conform with the provisions of these By-Laws and other applicable law shall be voidable in a proceeding in lieu of prerogative writ in the Superior Court, which proceeding may be brought by any person within 45 days after the action sought to be voided has been made public; provided, however, that the Board may take corrective or remedial action by acting *de novo* at a public meeting held in conformity with the “Open Public Meetings Act” and other applicable laws regarding any action which may otherwise be voidable pursuant to this section; and provided further that any action for which advanced published notice of at least 48 hours is provided as required by law shall not be voidable solely for failure to conform with any notice required.

Section 5. Agenda and Procedures: An agenda for each regular, special, or executive meeting of the Board shall be prepared by the Chair of the Board upon the advice and after consultation with the President of the University, and a copy thereof shall be furnished to each member of the Board by ordinary mail at least forty-eight hours prior to the meeting for which it is prepared. Items not on the agenda may be added thereto by a majority vote of the Board.

Unless otherwise directed by a majority vote of the Board, the following order of business shall be followed at each meeting of the Board:

1. Roll Call
2. Consideration of the minutes of the last regular or special meeting of the Board and the approval or amendment thereof
3. Communications
4. Report of Officers of the Board
5. Report of the University President
6. Report of Standing Committees
7. New Business

8. Statements and questions from the public
9. Adjournment

Unless otherwise directed by a majority vote of the Board, all public and executive meetings of the Board shall be conducted in accordance with the parliamentary procedures prescribed in the latest edition of the manual known as **Roberts Rules of Order**.

Section 6. Rules and Regulations: The Board shall from time to time, after consultation with the President of the University and also, as appropriate, with representatives of the faculty and the students, make and promulgate such rules and regulations, not inconsistent with statutory provisions, as may be necessary and proper for the administration and operation of the University, and to implement laws, rules and regulations.

Section 7. Registration to Speak at Public Comment Period at Public Meetings. Members of the public who wish to speak during the public comment period of NJCU's public Board meeting should register to speak no less than one (1) business day prior to the meeting date. To accommodate as many speakers as possible, comments will be limited to **three** minutes per person.

Article VI

Officers

Section 1. Officers: The Board shall organize annually during the month of

September each year and elect officers as may be necessary. There shall be a Chair and a Vice-Chair. Upon election by a majority of the voting members of the Board participating in the public meeting, the Chair and the Vice-Chair shall begin two-year terms in office and shall serve until their successors are elected or until they are removed with or without cause by vote of a majority of the full Board. Removal from office with or without cause shall be by resolution of the Board approved by a two-thirds majority vote of the full voting membership of the Board.

An officer shall be ineligible to serve more than two consecutive two-year terms in a given office. Should there be a vacancy in the Office of Chair of the Board during a two-year term, the Vice-Chair, provided the Vice-Chair consents, shall become the Chair of Board for the unexpired term. Subject to the foregoing, a vacancy in an office during a two-year term, shall be filled in the same manner as the original election for the unexpired term only. The Board may elect such other officers and fix their terms as it may from time to time require. Notwithstanding the provisions of this Section, the Board may, upon recommendation of the Personnel, Compensation, Nominations and Governance Committee of the Board, waive the period of ineligibility to serve in an office provided the waiver is approved by resolution of the Board by at least a two-thirds majority vote of the full voting membership of the Board.

Section 2. Chair: The Chair shall, when present, preside at all meetings of the Board. The Chair shall be the Chief Executive of the Board and shall perform all duties commonly incident to his/her office and shall have general supervision of the affairs of the Board, subject to the approval of the Board. The President of the University shall be the Chief Executive Officer of the University and shall attend all meetings of the Board but the Chairperson of the Board shall continue as the Chief Executive Officer of the Board. The Chair, Vice Chair, or Secretary shall sign all reports, documents and/or instruments of any nature required to be filed or executed by law by or on behalf of the Board. The Board may delegate and vest in the President authorization to sign documents on behalf of the Board pursuant to the policies of the Board and State law. The Chair shall also report to the Board from time to time all matters coming to his notice, relating to the interests of the University and the Board, that should be brought to the attention of the Board.

Section 3. Vice Chair: The Vice Chair shall have and exercise all the powers and duties of the Chair in case of his/her absence or inability to act, and shall perform such other duties as may be prescribed from time to time, by the Board.

Section 4. Secretary: The Secretary to the Board is a non-trustee member of the President's staff who shall be appointed by the President, subject to the approval of the Board. The Secretary shall attend all meetings of the Board and shall cause to be recorded all votes and minutes of all public proceedings in a book to be kept for that purpose. The Secretary shall give or cause to be given notice of all meetings of the Board and shall affix the seal of the Board to all documents that may require it and shall have charge of the seal of the Board and such other books and papers as the Board may prescribe, and shall make such reports to the Board as it may request and shall prepare and file, or cause to be prepared and filed, such reports or statements as

may be required by law upon authorization from the Board. The Secretary shall cause to be forwarded to the Archival Section of the University library a copy of the minutes, and to any others as required from time to time by the Board after such minutes have been approved by the Board.

Article VII

Committees

Section 1. Standing Committees: At a minimum the Board shall create standing committees as required by the Statewide Governance Reforms 2010 (P.L.2009, c.308). The required committees have executive; audit; compensation; and nominations and governance responsibilities. The Board shall have the power to create additional standing committees which shall report directly to the Board to aid it in carrying on its business. The existence, duties and functions of standing committees may be abolished, changed, altered or added to, and new and additional standing committees may be created by the Board from time to time at its discretion and in compliance with State law. Each committee shall have a written charter and minutes must be taken at all committee meetings. The following standing committees are hereby created:

1. Executive Committee
2. Finance and Audit Committee
3. Nominations and Governance Committee
4. University Mission Committee
5. University Business, Planning and Infrastructure Committee

The Chair of the Board shall, immediately after his/her designation as such, appoint the members and designate the Chair of each standing committee, which committee membership shall be less than a quorum of the full voting membership of the Board. The voting members of the standing committees shall each be members of the Board. The Chair of the Board may, in consultation with and upon recommendation of the President, appoint to a standing committee or other committees established by the Board advisory members to augment the committee where necessary or appropriate for the conduct of committee business provided that such advisory members shall have no vote nor be counted for purposes of the establishment of a committee quorum. The Chair of the Board shall be a member *ex officio* of each standing committee. The specific tasks to be carried out by each of the standing committees shall be included in the charter of each committee. The Board Chair may assign from time to time specific tasks on an *ad hoc* basis. The President of the University shall be a member *ex officio* of each standing committee.

Section 2. Administrative, Faculty and Student Committees: The Board shall have the power to authorize the President of the University to create administrative, faculty and student committees in accordance with procedures established in cooperation with such groups, respectively, for the purpose of assisting in carrying on the business and functions of the University.

Article VIII

Amendments

These By-Laws may be amended, altered, repealed or added to in any manner not inconsistent with the laws of the State of New Jersey by the affirmative vote of majority of the Board at any public meeting of the Board, provided that a copy of the proposed amendment has been furnished to each member of the Board by the Board Secretary at least 10 days before the meeting at which the vote upon said amendment is to be had.

BY-LAWS
of
THE BOARD OF TRUSTEES
of
NEW JERSEY CITY UNIVERSITY

adopted 11/89
amended 1994
amended 1998
amended 2010
amended 02/11
amended 09/17
amended 06/18
amended 6/23