

**New Jersey City University  
Board of Trustees Meeting  
September 8, 2014**

**ATTENDING:** Mr. Rafael Perez, Chair  
Ms. Marilyn Bennett  
Ms. Cynthia Campbell,  
Dr. Steven Chang  
Dr. Henry Coleman  
Mr. Laquan Law  
Mr. Carlos Rendo,  
Mr. Owen Ryan,  
Dr. Sue Henderson,

**ABSENT:** Mr. Vij Pawar  
Dr. Edward Whittaker  
Ms. Wanda Webster Stansbury

**CHAIR’S REPORT**

Mr. Perez made a motion to approve the resolution to Adopt Charters for the Committees of the Board of Trustees of the university. The motion was seconded by Ms. Bennett. (Yes-Ms. Campbell, Dr. Chang, Dr. Coleman, Mr. Law, Mr. Rendo, Mr. Ryan; No-None; Abstention-None).

**RESOLUTION TO ADOPT CHARTERS FOR THE COMMITTEES OF THE BOARD OF TRUSTEES**

**WHEREAS:** The Board of Trustees of New Jersey City University (“Board”) is empowered and has the responsibility to provide oversight and governance of New Jersey City University, a public institution of higher education of the State of New Jersey (“University”), and

**WHEREAS:** The Board may from time to time determine to change aspects of the governance process to address the developing needs of the University, and

**WHEREAS:** The various committees of the Board provide a mechanism to allow a thorough and full preliminary examination and review matters within their respective committee charters to support the full Board’s consideration of matters recommended to it for approval or other action; and

**WHEREAS:** The University is engaged in the development and implementation of various initiatives of strategic importance to the University’s future; and

**WHEREAS:** The Administration has provided assistance to the Board by proposing several changes in the charters of Board’s committees including name changes that relate to the core functions of each committee, reassignment of duties and responsibilities to committees to improve their alignment to areas of focus, and creation of a new Facilities and Planning Committee in recognition of the University’s ongoing and projected to

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**FINANCE, AUDIT AND PLANNING**

Dr. Coleman gave the report for the Finance, Audit and Planning Committee. The following Board Waiver for CRM Student Retention Management Solution was moved by Dr. Coleman and second by Dr. Chang (Yes-Mr. Perez, Ms. Bennett, Ms. Campbell, Mr. Law, Mr. Rendo, Mr. Ryan; No-None; Abstention-None).

**RESOLUTION  
BID ADVERTISING WAIVER  
CRM Student Retention Management Solution**

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 \$32,100 except under circumstances specified in the statute where bids may be waived, and

WHEREAS: The University would like to implement a CRM ( customer relationship manager) student retention management solution designed to service students through increased efficiencies and improved personalization, and

WHEREAS: This professional and technical solution is information technology under the New Jersey State College Contracts Law Statute 18A:64-56a.19, and

WHEREAS: The University has requested and reviewed a proposal from Hobsons, Inc. for a 36 month contract in the amount of \$152,000, and

WHEREAS: As permitted by the statute, the University seeks authorization of the Board of Trustees to contract without bidding for information technology solutions, be it therefore

RESOLVED: That the Board of Trustees of New Jersey City University, on this 8th day of September 2014 does hereby authorize the University to contract without bidding for Hobsons, Inc.

Dr. Coleman noted that the

was deferred and



34. Dr. Khalid Lachheb, Assistant Professor (Temporary appointment), Modern Languages
35. Ms. Theta Pavis, Professional Services Specialist 4 (Temporary appointment),  
College of Arts and Sciences
36. Ms. Abigail Dalmau, Administrative Assistant (Temporary appointment),  
Business Administration
37. Ms. Jacintha Griffith, Demonstration Specialist (Temporary appointment),  
A. Harry Moore School
38. Dr. Mary Fortier, Associate Professor (Temporary appointment), Nursing
39. Dr. Don Taylor, Assistant Professor (Temporary appointment), Business Administration –  
Finance
40. Mr. Daniel Elwell, Vice President University Advancement
41. Mr. Christopher Versace, Assistant Professor (Temporary appointment),  
Business Administration – Finance
42. Ms. Angela Ramos, Program Assistant (Temporary appointment),  
Health Sciences

The following resolution to approve the Managerial Salaries for the 2014-2015 academic year was moved by Ms. Bennett and second by Dr. Chang. (Yes-Mr. Perez, Ms. Campbell, Dr. Coleman, Mr. Rendo, Mr. Ryan; No-None; Abstention-Mr. Law).

**RESOLUTION  
MANAGERIAL SALARIES 2014-2015**

**WHEREAS:** The University administration has recommended and requested authorization to award performance based increases for managerial employees effective FY 2014 as determined subject to the limitation that the total of awarded increases shall not exceed 2% of total FY 2012 and 2% of total FY 2013 managerial salaries; and

**WHEREAS:** The Compensation Committee of the Board has reviewed the recommendation of the University administration and supports its implementation; be it therefore

**RESOLVED:** That the Board of Trustees of the New Jersey City University on the eighth day of September 2014 authorizes the President of the University to determine and award performance based salary increases effective FY 2014 subject to the limitation that the total of awarded increases shall not exceed 2% of total FY 2012 and 2% of total FY 2013 managerial salaries; and be it further

**RESOLVED:** That the attached compensation schedule setting the minimum and maximum salaries for all managerial positions for FY2014 is approved.

**NEW BUSINESS**

Ms. Bennett made a motion to approve the committee membership nominations for the \_\_\_\_\_ and was second by Dr. Chang. (Yes-Mr. Perez, Ms. Campbell, Dr. Coleman, Mr. Law, Mr. Rendo, Mr. Ryan; No-None; Abstention-None). The membership committee includes:

- Mr. Rafael Perez, Chair
- Dr. Henry Coleman, Vice Chair
- Ms. Cynthia Campbell, Secretary

**NEXT MEETING**

The next Board meeting will be held on December 8, 2014. Mr. Perez made 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 minutes of the executive session will become available to the public when there is no longer a need for confidentiality regarding these matters. The motion was seconded by Dr. Coleman. The motion passed. (Yes-Ms. Bennett, Ms. Campbell, Dr. Chang, Mr. Law, Mr. Rendo, Mr. Ryan; No-None; Abstention-None).

**ADJOURNMENT**

There being no further business to come before the Board, Mr. Perez adjourned the meeting at 7:02 p.m.

Respectfully submitted,

Virginia Melendez  
Secretary to the Board of Trustees