

**The College of New Jersey  
Board of Trustees  
December 3, 2019  
206 Green Hall  
8:30 am**

**Minutes of the Public Teleconference Meeting**

**Present:** Susanne Svizeny, Chair; Rebecca Ostrov, Vice Chair; Robert Altman; Carl Gibbs; Eleanor Horne; Rosie Hymerling; Brian Markison; Tammy Tibbetts; Treby Williams; Rajbir Toor, Student Trustee; Christopher Driscoll, Alternate Student Trustee; Jana Gevertz, Faculty Representative to the Board; David Prensky, Faculty Representative to the Board; Lynette Harris, Staff Representative to the Board; Val Ungarini, Staff Representative to the Board; Kathryn Foster, President; Heather Fehn, Chief of Staff and Secretary to the Board of Trustees

**Not Present:**

I. Announcement of Compliance

- A. *It is hereby announced and recorded that the requirements of the Open Public Meetings Act as to proper notification as to time and place of meeting have been satisfied.*

II. Report of the President

The president provided the Board with an update on the VP for Equity and Inclusion and Provost searches.

III. New Business

A. Report of the Executive Committee

1. Faculty Actions – New Appointments, Reappointments – Attachment A

It was moved by Dr. Altman, seconded by Ms. Hymerling, that the resolution be approved. The motion passed.

2. Staff Actions – New Appointments, Change of Status, One Year Reappointments, Three Year Reappointments – Attachment B

It was moved by Mr. Gibbs, seconded by Ms. Falca-Dodson, that the resolution be approved. The motion passed.

3. Resolution Approving Waivers of Advertising for College Business Purposes (College Business Purposes) – Attachment C

It was moved by Ms. Williams, seconded by Mr. Silk, that the resolution be approved. The motion passed.

4. Resolution Approving Waivers of Advertising for College Business Purposes (Facilities and Construction) – Attachment D

It was moved by Ms. Hymerling, seconded by Ms. Williams, that the resolution be approved. The motion passed.

5. The College of New Jersey Board of Trustees Resolution Approving Audited Fiscal Year 2019 Financial Statements Subject to Final Approval of the Audit, Risk Management and Compliance Committee – Attachment E

It was moved by Ms. Williams, seconded by Mr. Silk, that the resolution be approved. The motion passed.

#### IV. Adjournment

It was moved by Ms. Hymerling, seconded by Mr. Gibbs, that the resolution below be approved. The motion passed unanimously.

Be It

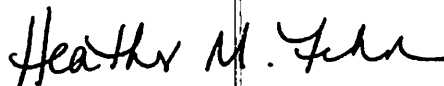
Resolved: That the next public meeting of The College of New Jersey Board of Trustees, will be held on Tuesday, February 25, 2020 at a time and location to be announced.

Be It

Further

Resolved: That this meeting be adjourned.

Respectfully Submitted,



Heather M. Fehn  
Chief of Staff and Secretary to the Board of Trustees

**New Appointments – Faculty - Temporary**

Sungmin Park

Librarian 3

Library

Effective: October 9, 2019 – June 30, 2020

**Reappointments - Faculty**

**Reappointment to a 5th Year**

Rachel Snider

School of Science

Department of Mathematics and Statistics

**Reappointments to a 6th Year**

Sarah Domire Monaco

School of Education

Department of Special Education, Language, and Literacy

Trevor O'Grady

School of Business

Department of Economics

**New Appointments – AFT Staff**

Zachary Gall

Professional Services Specialist 3  
Health and Wellness  
Effective: October 16, 2019

**Change of Status – AFT Staff**

Melissa Andreas

From: Professional Services Specialist 4  
To: Professional Services Specialist 3  
Effective: October 26, 2019

Camille Deering

From: Professional Services Specialist 4  
To: Professional Services Specialist 3  
Effective: July 1, 2019

Heather Mayen

From: Professional Services Specialist 4  
To: Professional Services Specialist 3  
Effective: June 8, 2019

**One Year Reappointments (Effective July 1, 2020 to June 30, 2021) - AFT Staff**

Lauren Adams

Professional Services Specialist 4  
Communication, Marketing & Brand  
Management

Babayemi Aiyegbo

Professional Services Specialist 2-10  
Counseling & Psychological Services

Linda Amerigo

Assistant Director 3  
Support for Teacher Educational Programs

Caitlin Babcock

Professional Services Specialist 4  
Student Affairs

Nicole Beagin

Professional Services Specialist 3  
School of Business

Sukhvinder Bedi

Professional Services Specialist 3  
User Support Services

Emily Behn

Assistant Director 3  
Career Center

December 3, 2019

**One Year Reappointments (Effective July 1, 2020 to June 30, 2021) - AFT Staff – (continued)**

Noah Beller	Professional Services Specialist 2 Health & Exercise Science
Marc Brescia	Professional Services Specialist 3 Chemistry
Christine Buber	Professional Services Specialist 4 Development & Alumni Engagement
Kathryn Coppola	Professional Services Specialist 3 Enterprise Infrastructure
Destiny De La Rosa	Professional Services Specialist 4 Bonner Institute
Shawn Dean	Professional Services Specialist 4 Recreation & Wellness
David Dow	Assistant Director 2 Athletics
Paul Eaton	Professional Services Specialist 3 User Support Services
Edwyn Edwards	Professional Services Specialist 4 Athletics
Casey Goff	Assistant Director 2 Athletics
Matthew Goldsmith	Assistant Director 2 Athletics
Alfonso Gonzalez	Professional Services Specialist 3 User Support Services
Chelsea Gonzalez	Professional Services Specialist 4 Residential Education & Housing
Megan Gordon	Assistant Director 2 Off-Site Graduate Programs

**One Year Reappointments (Effective July 1, 2020 to June 30, 2021) - AFT Staff – (continued)**

Keisha Griffin	Professional Services Specialist 3 Records & Registration
Galo Guerrero	Professional Services Specialist 4 Records & Registration
Adam Holsten	Professional Services Specialist 3 Communication, Marketing & Brand Management
Francesca Jackson	Assistant Director 2 Athletics
Eric Jendryaszek	Professional Services Specialist 4 Athletics
Vanessa Jimenez Tapia	Professional Services Specialist 4 Admissions
Katherine Kahn	Professional Services Specialist 3 Bonner Institute
Deborah King	Professional Services Specialist 2 Nursing
Jonathan Laing	Professional Services Specialist 3-10 Athletics
Livia Lazzaro	Professional Services Specialist 2 Public Health
Chelsea Lebo	Assistant Director 2 Nursing
Dixita Malatesta	Professional Services Specialist 3 Disability Support Services
Rajashekar Manimaran	Professional Services Specialist 4 CELR Center

**One Year Reappointments (Effective July 1, 2020 to June 30, 2021) - AFT Staff – (continued)**

Gina Marano	Professional Services Specialist 3
-------------	------------------------------------

December 3, 2019

Center for Student Success

Joseph McQuoid	Professional Services Specialist 4 Residential Education & Housing
Manuel Montiel	Professional Services Specialist 3 Development & Alumni Engagement
Quindell Moore	Professional Services Specialist 4 Residential Education & Housing
Jonathan Murakami	Professional Services Specialist 1-10 Counseling & Psychological Services
Kaitlin Neinstedt	Professional Services Specialist 4 Admissions
Christine Nye	Assistant Director 3 Student Conduct & Off Campus Services
Pamela Olliver	Professional Services Specialist 4 Records & Registration
William Peitz	Professional Services Specialist 4 Records & Registration
Bryan Read	Professional Services Specialist 4 College Advancement
Loreen Ryan	Professional Services Specialist 4-10 Athletics
Luke Sacks	Assistant Director 2 Communication, Marketing & Brand Management

**One Year Reappointments (Effective July 1, 2020 to June 30, 2021) - AFT Staff – (continued)**

Addison Savela	Professional Services Specialist 4 Athletics
Colleen Schmidt	Professional Services Specialist 2 Enterprise Infrastructure
Amy Schratz	Professional Services Specialist 4 CELR Center
Jennie Sekanics	Professional Services Specialist 4 Admissions
Evan Shomo	Professional Services Specialist 4 Athletics
Amanda Simpson	Professional Services Specialist 3 Enrollment Management
Jessica Snell	Professional Services Specialist 4 Fraternity & Sorority Life
Christine Stellerine	Professional Services Specialist 4 Student Accounts
Jacolby Suggs	Professional Services Specialist 4 Admissions
Megan Teitelbaum	Professional Services Specialist 3 CELR Center
Chinasa Thorpe	Professional Services Specialist 3 Center for Student Success
Kyla Tucker	Professional Services Specialist 3 Disability Support Services



**One Year Reappointments (Effective July 1, 2020 to June 30, 2021) - AFT Staff – (continued)**

Alex Turpin	Professional Services Specialist 2-10 Counseling & Psychological Services
Brenelle Tyus	Professional Services Specialist 4 Residential Education & Housing
Brandon Wagner	Professional Services Specialist 2 Enterprise Infrastructure
Michael Walker	Professional Services Specialist 3 Athletics
Aimee Wardle	Assistant Director 3 Fraternity & Sorority Life
Terry Warren	Professional Services Specialist 2 School of Engineering
Alex Wehrenberg	Professional Services Specialist 4 Residential Education & Housing
Olivia White	Professional Services Specialist 4 Alumni Engagement
Melody Willoughby-Baiardi	Professional Services Specialist 1-10 Counseling & Psychological Services
Christopher Woods	Professional Services Specialist 3 Nursing
Norman Yacko	Professional Services Specialist 4 Athletics
Hannah Yohe	Professional Services Specialist 4 Residential Education & Housing

**Three Year Reappointments (Effective July 1, 2020 to June 30, 2023) - AFT Staff**

Kiley Cinelli	Assistant Director 3 Student Center
Richard Galante	Assistant Director 2 Athletics
Lynette Harris	Assistant Director 3 Career Center
George Hefelle	Professional Services Specialist 4 Graduate & Advancing Education
Deirdre Jackson	Professional Services Specialist 2 Nursing
Justin Lindsey	Assistant Director 1 Athletics
Robbin Loonan	Professional Services Specialist 2 Counseling & Psychological Services
LaMont Rouse	Professional Services Specialist 1 Center for Institutional Effectiveness
Jennifer Sizoo	Professional Services Specialist 3 Center for Institutional Effectiveness



TO Business and Infrastructure Committee  
The College of New Jersey Board of Trustees

FROM Kathryn A. Foster  
President

DATE December 3, 2019

RE Waivers of Advertising for College Business Purposes

This memorandum requests that the Business and Infrastructure Committee review the attached list of waivers for College Business Purposes totaling \$142,108 and recommend it for approval to the Board of Trustees at the December 3, 2019 meeting. These waivers are in conformity with the State College Contracts Law 18A:64-56, that permits any purchase, contract or agreement of the character described in section 4 of P.L.1986, c.43 (C.18A:64-55) may be made, negotiated or awarded by the State college by resolution at a public meeting of its board of trustees without public advertising for bids or bidding.

**The College of New Jersey  
Board of Trustees  
Business and Infrastructure Committee  
Waiver of Advertising for College Business Purposes  
December 3, 2019**

**Professional Services for Fiscal Year 2020**

- **Ideametrics** **\$65,000**

**Services for Oracle Cloud implementation**

The College is going-live with Oracle Cloud on January 2, 2020. Highly recommended by Rutgers University for Oracle Cloud Implementation, Ideametrics will support the College's efforts to resolve and troubleshoot issues, test quarterly updates and develop campus-wide reporting solutions.

*Waiver statutory exceptions: NJS A 18A:64-56(a) (15), Professional Consulting Services*

**Funded by E&G Operating Reserves**

**Information Technology Services for Fiscal Year 2020**

- **Interfolio** **\$77,108**

**Review, Promote & Tenure, RPT Implementation fee**

The Center for Institutional Effectiveness and Academic Affairs collaboratively investigated and evaluated products that could best address the full scope of academic promotion and tenure from submission, to external evaluation, to a final decision. They found Review, Promote & Tenure by Interfolio meets all of the College's requirements. This will replace the unsupported product, Vibe. This Board Waiver includes all costs and fees related to Review, Promote & Tenure. By entering into a three-year agreement, the College is able to realize savings of \$12,933. Interfolio is the sole source provider of Review, Promote & Tenure software licenses, and maintenance.

*Waiver statutory exception N.J.S.A. 18A:64-56(a) (19), Information Technology*

**Funded by College Operating Budget**

**Grand Total for all Waivers**

**\$142,108**

**Resolution Approving Waivers  
Of Advertising  
For College Business Purposes**

**Whereas:** State College Contracts Law permits waivers of advertising for specified purchases in excess of \$34,400; and

**Whereas:** The Law provides that such waivers shall be approved by The College of New Jersey Board of Trustees; and

**Whereas:** Waiver requests have been reviewed and are recommended by the Business and Infrastructure Committee, a subcommittee of The College of New Jersey Board of Trustees.

**Therefore,  
Be It**

**Resolved:** The College of New Jersey Board of Trustees approves waivers to the following vendors for purposes as designated herein:

<b>VENDOR</b>	<b>PURPOSE</b>	<b>FUNDING SOURCE</b>
Ideametrics \$65,000	Services for Oracle Cloud Implementation	E&G Operating Reserves
Interfolio \$77,108	Review, Promote & Tenure, RPT Implementation fee	College Operating

**The College of New Jersey Board of Trustees  
Resolution Approving Audited Fiscal Year 2019 Financial Statements Subject to Final  
Approval of the Audit, Risk Management and Compliance Committee**

**WHEREAS:** The Board of Trustees is authorized by statute (N.J.S.A. 18A:64-1 *et seq.*) and the By-laws (Section 2.r) to have prepared an annual independent financial audit of the College, and

**WHEREAS:** Pursuant to resolution of the Board of Trustees at its February 15, 2017 meeting, the College engaged the independent audit firm KPMG LLP to perform an independent audit of the College's financial statements for fiscal years 2017, 2018 and 2019, and

**WHEREAS:** KPMG LLP has conducted its audit of the College's financial statements for fiscal year 2019 (the "Draft 2019 Financial Statements"), which do not include other post-employment employment benefits ("OPEB") information (the "OPEB Information"), yet to be supplied by the State of New Jersey, that is required to be reported in accordance with Government Accounting Standards Board Statement No. 75 - "Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions" ("GASB 75"); and

**WHEREAS:** The State of New Jersey is expected to complete and submit to the College the OPEB Information to be included on the College's final fiscal year 2019 audited financial statements (the "Final 2019 Financial Statements") in December 2019;

**WHEREAS:** Upon receiving the OPEB Information, KPMG LLP will complete and submit to the College the Final 2019 Financial Statements; and

**WHEREAS:** KPMG LLP has confirmed that the State is legally obligated to pay the OPEB benefit coverage for eligible retirees of the College under N.J.S.A.52:14-17.32, and that because the College does not contribute directly to the Plan, there is no total OPEB liability, deferred outflows of resources or deferred inflows of resources to report in the College's financial statements; and

**WHEREAS:** Management and KPMG LLP presented the Draft 2019 Financial Statements for fiscal year 2019 to the Audit, Risk Management and Compliance Committee (the "Committee") at a meeting of the Committee held on October 29, 2019, during which, following best practices, the Committee met privately with KPMG LLP; and

**WHEREAS:** Management will present the Final 2019 Financial Statements to the Committee upon receiving them from KPMG LLP; and

December 3, 2019

**WHEREAS:** The Committee has reviewed and duly considered the Draft 2019 Financial Statements and the Committee has recommended approval of the Final 2019 Financial Statements by the Board, subject to (i) the Committee's confirmation after this date that there is no material adverse change in the Final 2019 Financial Statements from the Draft 2019 Financial Statements and (ii) the Committee's approval of the Final 2019 Financial Statements; and

**WHEREAS:** Copies of the College's audited financial statements for fiscal year 2019 that have been approved by the Board of Trustees are required to be submitted to the State Treasurer;

**THEREFORE  
BE IT**

**RESOLVED:** That the Board of Trustees hereby approves the Final 2019 Financial Statements, contingent upon the Committee's approval of the Final 2019 Financial Statements and confirmation that there is no material adverse change in the Final 2019 Financial Statements from the Draft 2019 Financial Statements; and authorizes the President and Treasurer to certify the Final 2019 Financial Statements and submit them to the State Treasurer as required.



TO Business and Infrastructure Committee  
The College of New Jersey Board of Trustees

FROM Kathryn A. Foster  
President

DATE December 3, 2019

RE Waivers of Advertising for Facilities and Construction

This memorandum requests that the Business and Infrastructure Committee review the attached list of waivers for Facilities and Construction totaling \$55,550 and recommend it for approval to the Board of Trustees at the December 3, 2019 meeting.

These waivers are in conformity with the State College Contracts Law 18A:64-56, that permits any purchase, contract or agreement of the character described in section 4 of P.L.1986, c.43 (C.18A:64-55) may be made, negotiated or awarded by the State college by resolution at a public meeting of its board of trustees without public advertising for bids or bidding.



**The College of New Jersey  
Board of Trustees  
Business and Infrastructure Committee  
Waiver of Advertising - Facilities and Construction  
December 3, 2019**

- **Suburban Consulting Engineers**

**Design Services** **\$23,950**

At the October 2018 board meeting, Suburban Consulting Engineers was approved by the Board of Trustees for a waiver for design services related to the replacement of the turf at the Field Hockey/Lacrosse Complex. Since that time, the College has funded the addition of field lighting to the complex. The fee for the design and contraction administration services for this work is \$23,950.

Waiver statutory exception: N.J.S.A 18A:64-56(1), professional services.

**Funded by Capital Reserves**

- **DLB Associates**

**Design Services** **\$31,600**

At the February 2018 and April 2019 board meetings, DLB Associates was approved for design services related to the Domestic Water Infrastructure Project. Additional services are necessary for the following reasons. A booster pump study was completed due to the installation of the backflow preventers required by Trenton Water Works. The study determined that booster pumps are needed at six (6) buildings in order to maintain appropriate water pressure. In addition, two fire hydrants were found to be connected to the domestic water main instead of the fire water main. Lastly, a code change requires carbon monoxide detectors be added to three (3) buildings. The fee for the design and construction administration services for this work is \$31,600.

Waiver statutory exception: N.J.S.A 18A:64-56(1), professional services.

**Funded by Asset Renewal Reserves**

**Total Amount of Waivers for Facilities Management**

**\$55,550**

**Resolution Approving Waivers  
of Advertising  
Business and Infrastructure Committee  
(Facilities and Construction)**

**Whereas:** State College Contracts Law permits waivers of advertising for specified purchases in excess of \$34,400; and

**Whereas:** The Law provides that such waivers shall be approved by The College of New Jersey Board of Trustees; and

**Whereas:** Waiver requests have been reviewed and are recommended by the Business and Infrastructure Committee, a subcommittee of The College of New Jersey Board of Trustees.

**Therefore,  
Be It Resolved:** The College of New Jersey Board of Trustees approves waivers to the following vendors for purposes as designated herein.

<b>VENDOR</b>	<b>PURPOSE</b>	<b>FUNDING SOURCE</b>
Suburban Consulting Engineers \$23,950	Design services related to Field Hockey/Lacrosse Complex Turf Replacement Project	Capital Reserves
DLB Associates \$31,600	Design services related to the Domestic Water Infrastructure Project	Asset Renewal Reserves

December 3, 2019

**The College of New Jersey Board of Trustees  
Resolution Approving Audited Fiscal Year 2019 Financial Statements Subject to Final  
Approval of the Audit, Risk Management and Compliance Committee**

**WHEREAS:** The Board of Trustees is authorized by statute (N.J.S.A. 18A:64-1 *et seq.*) and the By-laws (Section 2.r) to have prepared an annual independent financial audit of the College, and

**WHEREAS:** Pursuant to resolution of the Board of Trustees at its February 15, 2017 meeting, the College engaged the independent audit firm KPMG LLP to perform an independent audit of the College's financial statements for fiscal years 2017, 2018 and 2019, and

**WHEREAS:** KPMG LLP has conducted its audit of the College's financial statements for fiscal year 2019 (the "Draft 2019 Financial Statements"), which do not include other post-employment employment benefits ("OPEB") information (the "OPEB Information"), yet to be supplied by the State of New Jersey, that is required to be reported in accordance with Government Accounting Standards Board Statement No. 75 - "Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions" ("GASB 75"); and

**WHEREAS:** The State of New Jersey is expected to complete and submit to the College the OPEB Information to be included on the College's final fiscal year 2019 audited financial statements (the "Final 2019 Financial Statements") in December 2019;

**WHEREAS:** Upon receiving the OPEB Information, KPMG LLP will complete and submit to the College the Final 2019 Financial Statements; and

**WHEREAS:** KPMG LLP has confirmed that the State is legally obligated to pay the OPEB benefit coverage for eligible retirees of the College under N.J.S.A.52:14-17.32, and that because the College does not contribute directly to the Plan, there is no total OPEB liability, deferred outflows of resources or deferred inflows of resources to report in the College's financial statements; and

**WHEREAS:** Management and KPMG LLP presented the Draft 2019 Financial Statements for fiscal year 2019 to the Audit, Risk Management and Compliance Committee (the "Committee") at a meeting of the Committee held on October 29, 2019, during which, following best practices, the Committee met privately with KPMG LLP; and

**WHEREAS:** Management will present the Final 2019 Financial Statements to the Committee upon receiving them from KPMG LLP; and

December 3, 2019

**WHEREAS:** The Committee has reviewed and duly considered the Draft 2019 Financial Statements and the Committee has recommended approval of the Final 2019 Financial Statements by the Board, subject to (i) the Committee's confirmation after this date that there is no material adverse change in the Final 2019 Financial Statements from the Draft 2019 Financial Statements and (ii) the Committee's approval of the Final 2019 Financial Statements; and

**WHEREAS:** Copies of the College's audited financial statements for fiscal year 2019 that have been approved by the Board of Trustees are required to be submitted to the State Treasurer;

**THEREFORE  
BE IT**

**RESOLVED:** That the Board of Trustees hereby approves the Final 2019 Financial Statements, contingent upon the Committee's approval of the Final 2019 Financial Statements and confirmation that there is no material adverse change in the Final 2019 Financial Statements from the Draft 2019 Financial Statements; and authorizes the President and Treasurer to certify the Final 2019 Financial Statements and submit them to the State Treasurer as required.