

The College of New Jersey
Board of Trustees
June 28, 2022
2:00 pm

Minutes of the Public Meeting

Present: Rebecca Ostrov, Chair; Carl Gibbs, Vice Chair; Maria Falca-Dodson; Eleanor Horne; Rosie Hymerling; Brian Markison; Allen Silk; Susanne Svizeny; Tammy Tibbetts; Treby Williams; Noelle Halikman, Alternate Student Trustee; Nigel Pacheco, Student Trustee; Desi Fioravanti, Staff Representative to the Board; Crystel Maldonado, Staff Representative to the Board; Cindy Curtis, Faculty Representative to the Board; Kathryn Foster, President; Heather Fehn, Chief of Staff and Secretary to the Board

Not Present: Gerry Altmiller, Faculty Representative to the Board

- 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. Motion to go into Closed Session

It is moved by Mr. Silk, seconded by Ms. Hymerling, that the Board go into closed session to discuss personnel matters including Faculty Tenure Track, New Appointments – Clinical Specialist/Lecturer, Retirements – Emeritus, Reappointments to a 4th Year, Reappointments to 5th and 6th Years, Reappointment to a 5th Year and Tenure and Promotion to Associate, Reappointment to a 6th Year, Reappointment to 7th Year and Tenure, Reappointments to 7th Year and Tenure and Promotion to Associate, Tenure at Appointment for Faculty in Administrative Faculty Positions; Staff New Appointments – AFT, Change of Status, One Year Reappointments – AFT, Three Year Reappointments – AFT, Four Year Reappointments – AFT, Five Year Reappointments – AFT, Retirements, Retirements – Emeritus; pending litigation including: Ratarsha Willis v. TCNJ; TCNJ v. PSE&G; Nonna Sorokina v. TCNJ; Alexis Nicol v. TCNJ; Catalina Messina, Katherine Dieker, Christopher Jacob, Anna Zimberg, and Isabella Walz v. TCNJ; "John Doe" v. TCNJ; and anticipated litigation, items exempt under the Open Public Meetings Act.

III. Closed Session

IV. Resumption of Public Session

V. Swearing in of new Alternate Student Trustee

Trustee Silk swore in Alternate Student Trustee Noelle Halikman.

VI. Approval of the Minutes of the March 1, 2022 Public Meeting

It was moved by Mr. Silk, seconded by Ms. Svizeny, that the following resolution be approved. The motion carried unanimously.

VII. Approval of the Minutes of the May 3, 2022 Public Meeting

It was moved by Ms. Svizeny, seconded by Mr. Markison, that the following resolution be approved. The motion carried unanimously.

VIII. Report of Board Officers

A. Report of the Board Officers Nominating Committee

Trustee Falca Dodson reported for the committee and recommended that the current slate of officers be re-elected for 2022-2023. The recommendation will be considered by the board at the October 18, 2022 public meeting.

IX. Report of the President

President Foster gave her report.

X. Report of the Trustee Member of the TSC Corporation

Trustee Markison gave his report.

XI. Report of the Trustee Liaison to the New Jersey Association of State Colleges and Universities

President Foster provided this report.

XII. Report of the Trustee Member of the TCNJ Foundation

Trustee Svizeny gave her report.

XIII. Report of the Trustee Member of the TCNJ Alumni Association

Trustee Hymerling gave her report.

XIV. New Business

A. Report of the Executive Committee

Chair Ostrov reported for the committee.

1. Faculty Actions - New Appointments – Tenure Track, New Appointments – Clinical Specialist/Lecturer, Retirements – Emeritus, Reappointments to a 4th Year, Reappointments to 5th and 6th Years, Reappointment to a 5th Year and Tenure and Promotion to Associate, Reappointment to a 6th Year, Reappointment to 7th Year and Tenure, Reappointments to 7th Year and Tenure and Promotion to Associate, Tenure at Appointment for Faculty in Administrative Faculty Positions-- Attachment A

It was moved by Ms. Svizeny, seconded by Maj. Gen. Falca-Dodson, that the motion be approved. The motion carried unanimously.

2. Staff Actions - New Appointments – AFT, Change of Status, One Year Reappointments – AFT, Three-Year Reappointments – AFT, Four Year Reappointments – AFT, Five Year Reappointments – AFT, Retirements, Retirements –Emeritus– Attachment B

It was moved by Ms. Hymerling, seconded by Mr. Markison, that the motion be approved. The motion carried unanimously.

3. Resolution Honoring Geralyn Altmiller for Service to The College of New Jersey Board of Trustees – Attachment C

It was moved by Ms. Horne, seconded by Ms. Hymerling, that the motion be approved. The motion carried unanimously.

4. The College of New Jersey Board of Trustees Resolution Approving a Revised Policy Framework – Attachment D

It was moved by Ms. Svizeny, seconded by Ms. Hymerling, that the motion be approved. The motion carried unanimously.

5. Resolution Establishing the Schedule of Public Meetings for The College of New Jersey Board of Trustees 2022 to 2023 – Attachment E

It was moved by Mr. Gibbs, seconded by Mr. Markison, that the motion be approved. The motion carried unanimously.

B. Report of the Mission Fulfillment Committee

Trustee Gibbs reported for the committee and presented the following action items for consideration:

1. The College of New Jersey Board of Trustees Resolution Approving Master of Public Policy – Attachment F

It was moved by Ms. Svizeny, seconded by Mr. Markison, that the motion be approved. The motion carried unanimously.

2. The College of New Jersey Board of Trustees Resolution Approving a Master of Arts in Educational Studies – Attachment G

It was moved by Mr. Gibbs, seconded by Ms. Williams, that the motion be approved. The motion carried unanimously.

3. The College of New Jersey Board of Trustees Resolution Approving a Revised Reappointment and Promotions Document – Attachment H

It was moved by Ms. Hymerling, seconded by Maj. Gen. Falca-Dodson, that the motion be approved. The motion carried unanimously.

C. Report of the Inclusive Excellence Committee

Trustee Horne reported for the committee.

D. Report of the Governance Committee

Trustee Horne reported for the committee.

E. Report of the Business and Infrastructure Committee

Trustee Svizeny reported for the committee. President Foster and Treasurer Ricketts presented a summary of the FY23 Budget. The following action items were then offered for consideration:

1. Resolution Approving Waivers of Advertising (College Business Purposes) – Attachment I

It was moved by Ms. Horne, seconded by Ms. Williams, that the motion be approved. The motion carried unanimously.

2. Resolution Approving Waivers of Advertising (Facilities and Construction) – Attachment J

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

3. Resolution Approving a Capital Project Budgets – Attachment K

It was moved by Ms. Svizeny, seconded by Ms. Tibbetts, that the motion be approved. The motion carried unanimously. Mr. Gibbs noted appreciation to the TCNJ Foundation for their contribution

4. Resolution Approving TW Conveyance Lease Amendment – Attachment L

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

5. Resolution Approving FY23 Budget and Establishing Tuition & Fees – Attachment M

It was moved by Ms. Horne, seconded by Mr. Markison, that the motion be approved. The motion carried unanimously.

6. Resolution Approving Fines and Penalties – Attachment N

It was moved by Ms. Williams, seconded by Mr. Gibbs, that the motion be approved. The motion carried unanimously.

F. Report of the Advancement Committee

Trustee Svizeny reported for the committee.

G. Report of the Audit, Risk Management and Compliance Committee

Trustee Williams reported for the committee and presented the following action items for consideration:

1. Resolution Approving Waivers of Advertising for College Business Purposes – Attachment O

It was moved by Ms. Williams, seconded by Ms. Horne, that the motion be approved. The motion carried unanimously.

2. Resolution Approving a Revised Emergency Operations Plan – Attachment P

It was moved by Mr. Markison, seconded by Ms. Svizeny, that the motion be approved. The motion carried unanimously.

H. Report of the Executive Committee

Chair Ostrov and President Foster presented the following action:

1. Posthumous Honorary Degree – Attachment Q

It was moved by Ms. Horne, seconded by Ms. Williams, that the motion be approved. The motion carried unanimously.

XV. Adjournment

Be It

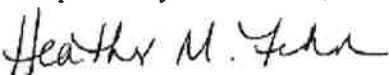
Resolved: That the next public meeting of The College of New Jersey Board of Trustees, will be held on Tuesday, October 18, 2022 at a time and location to be announced.

Be It

Further

Resolved: That this meeting be adjourned.

Respectfully Submitted,



Heather M. Fehn

Chief of Staff and Secretary of the Board of Trustees

TO: Timothy Grant,
Chief of Police

FROM: Lt. Marcie Montalvo,
Administrative Lieutenant

DATE: June 23, 2022

RE: Crime Statistics from February 1st – May 31, 2022

In accordance with New Jersey Statute P.L. 2015, Chapter 220, S485, supplementing Chapter 3b of Title 18A, enacted on January 19, 2016, the president of each public institute of higher education shall report to the governing board of the institution, at each of its regular meetings, all crimes, fires and other emergencies which occurred on campus during the previous reporting period. For the purposes of this report, The College of New Jersey is following the Clery Act and VAWA definitions for reporting crime statistics.

- Robbery- 0 incidents
- Aggravated Assault- 1 incident **(suspect resisted arrest, and kicked/grabbed LEO's)
- Burglary- 0 incidents
- Larceny- 19 incidents (*9 property, 1 forgery, 1 credit card & 9 by deception/extortion)
- Sex Offenses- 0 incident
- MV Theft - 0 incidents
- Arson- 0 incidents
- Drug Law Offenses- 4 incidents (3 referrals to Student Conduct)
- Liquor Law Offenses- 9 incidents (6 referrals to Student Conduct; 3 of Legal Age)
- Illegal Weapons Offenses- 0 incidents
- Driving while Under the Influence or Intoxicated- 0 incidents
- VAWA Offenses:
 - Sexual Assault- 0 incidents
 - Domestic Violence- 0 incidents
 - Dating Violence - 1 incident
 - Stalking- 0 incidents
- Hate Crimes- 0 incidents
- Fire Statistics - 0 incidents
- Other Emergencies – 0 timely warning issued during this period (0 incidents)
 - 0 Crime Alert/update issued: type/date_____
 - 0 Emergency Alerts issued: type/date_____

****NOTE:** The numbers reported reflect the number of occurrences, *not* the number of victims.

New Appointments – Faculty – Tenure Track

Vicki Brzoza	Assistant Professor Nursing Effective: July 30, 2022 – June 30, 2025
Mengxi Chen	Assistant Professor Finance Effective: July 30, 2022 – June 30, 2025
Judy Harkins	Assistant Professor Nursing Effective: July 30, 2022 – June 30, 2024
Rebeca Jefferson	Librarian 3/Instructor Library Effective: March 7, 2022 – June 30, 2025
Nuriddin Tojiboyev	Assistant Professor Accounting and Information Systems Effective: July 30, 2022 – June 30, 2025

New Appointments – Faculty – Clinical Specialist/Lecturer

Alberto Carbonilla	Lecturer Management Effective: July 30, 2022 – June 30, 2024
Dave Marzan	Lecturer Biology Effective: July 30, 2022 – June 30, 2024
Rayza Rosa Tavaras Rodrigues	Lecturer Chemistry Effective: July 30, 2022 – June 30, 2024

Mark Russo

Senior Lecturer

Computer Science

Effective: July 30, 2022 – June 30, 2024

Retirements – Faculty Emeritus

Charles (Juda) Bennett

English

Effective: July 1, 2022

Ellen Friedman

English

Effective: July 1, 2022

Colette Gosselin

Educational Administration and Secondary Education

Effective: July 1, 2022

Suzanne Hickman

Music

Effective: July 1, 2022

Gerald Miller

Accounting and Information Systems

Effective: July 1, 2022

Hossein Nouri

Accounting and Information Systems

Effective: July 1, 2022

David Prensky

Management

Effective: July 1, 2022

Dennis Shevlin

Biology

Effective: July 1, 2022

Valerie Tucci

R. Barbara Gitenstein Library

Effective: July 1, 2022

Jean Wong

Special Education, Language and Literacy

Effective: July 1, 2022

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Reappointments – Faculty

Reappointments to a 4th Year

Mohammed Alabsi	Mechanical Engineering
Patricia Becker	Criminology and Justice Studies
Hyun-Binn Cho	Political Science
Uddipan Das	Computer Science
Ziyue (Zoe) Huang	Accounting and Information Systems
Mahrukh Khan	Electrical and Computer Engineering
alma khasawnih	Women's, Gender, and Sexuality Studies
Matthew Lawrence	Communication Studies
Michael Mitchell	African American Studies
Alexis Mraz	Public Health
Cadence Willse	Political Science
Yutong Xie	Finance

Reappointments to 5th and 6th Years

Jason Alejandro	Design and Creative Technology
Rahshida Atkins	Nursing
Satyasikha Chakraborty	History
Mary Ann Dugan	Nursing
Levi Ekanger	Chemistry
Shannon Graham	Physics
Tami Jakubowski	Nursing
Lauranne Lanz	Physics
Yachao (Bruce) Li	Communication Studies
Michael Smith	Special Education Language and Literacy
Sylvia Twersky	Public Health
Shengbin Wang	Management
Wudyalew Wondmagegn	Electrical and Computer Engineering

Reappointment to 5th Year and Tenure and Promotion to Associate

Rebecca Hunter Chemistry

Reappointment to 6th Year

Natasha Patterson Public Health

Reappointment to 7th Year and Tenure

Marina De Souza Public Health

Reappointment to 7th Year and Tenure and Promotion to Associate

Nicholas Battista	Mathematics and Statistics
Dina Boero	History
Lauren Foxworth	Special Education Language and Literacy
Xu Han	Management
Aniefre (Eddie) Inyang	Marketing and Interdisciplinary Business
Jinsil Kim	Management
Matthew Mizuhara	Mathematics and Statistics
Jonathan Rivera (Marchelo Vera)	Art
Melkamu Woldemariam	Biology

Tenure at Appointment for Faculty in an Administrative Faculty Position

Sunita Kramer
Professor
Biology
Effective: July 1, 2022

Andrea Welker  Professor
Civil Engineering
Effective July 1, 2022

New Appointments – AFT Staff

Gabriella Buckley	Professional Services Specialist IV Residential Education Housing Effective: June 13, 2022
Richard Vanderbilt	Professional Services Specialist IV Records & Registration Effective: May 2, 2022
Aaron Mershman	Professional Services Specialist IV Football Effective: March 22, 2022
Leah McDermott	Assistant Director 2 Women's Soccer Effective: March 21, 2022

Change of Status – AFT Staff

Lori Johansson	Center for Community Engaged Learning From: Project Specialist To: Professional Services Specialist IV Effective: December 12, 2021
Adam Holsten	Office of Advancement From: Professional Services Specialist III To: Professional Services Specialist II Effective: May 30, 2022

Change of Status – AFT Staff (cont.)

Bryan Read	Office of Development From: Professional Services Specialist IV To: Professional Services Specialist III Effective: February 19, 2022
Benjamin Akuma	User Support Services From: Professional Services Specialist III To: Assistant Director 3 Effective: April 25, 2022
Michael Manfredo	Center for Global Engagement From: Professional Services Specialist IV (part-time) To: Professional Services Specialist IV (full-time) Effective: May 9, 2022
Antony Rodriguez	User Support Services From: Professional Service Specialist III - CWA To: Assistant Director 3 Effective: March 28, 2022

One Year Reappointments (Effective July 1, 2022 to June 30, 2023) – AFT Staff

Julia Zipp	Professional Services Specialist IV Office of Alumni Engagement
Jordan Richman	Assistant Director Dean of Students
Felicia Rayjohn	Professional Services Specialist IV Center for Community Engaged Learning & Research
Nathan Lachman	Professional Services Specialist IV Residential Education & Housing
Heather Mills	Professional Services Specialist III Health & Wellness
Diana Deoki	Professional Services Specialist IV Residential Education & Housing
Cassandra Colfer	Professional Services Specialist III Brower Student Center
Samantha Gardocki	Professional Services Specialist III Office of Human Resources
Eunice Olugbile	Professional Services Specialist IV Admissions
Aaron Watson	Professional Services Specialist IV Communications Marketing & Branding
Steve Sipaque	Professional Services Specialist III Student Accounts

One Year Reappointments (Effective July 1, 2022 to June 30, 2023) – AFT Staff (cont.)

Khayriy Tilghman	Assistant Director 2 Educational Opportunity Fund
Tyese Daniels	Professional Services Specialist IV Residential Education & Housing
Ky'Ara Mccray	Professional Services Specialist IV Residential Education & Housing
Samuel Kanig	Professional Services Specialist IV Center for Community Engaged Learning & Research
Leslie Castro	Professional Services Specialist IV Records & Registration
Dilan Avci	Professional Services Specialist III Office of Human Resources
Zachary Gall	Professional Services Specialist III Health & Wellness
Melanie Daum	Professional Services Specialist III Office of Human Resources
Christopher Freeman	Assistant Director Counseling & Prevention Services

Three Year Reappointments (Effective July 1, 2022 to June 30, 2025) – AFT Staff

Jonathan Laing	Professional Services Specialist III Athletic Training
Jennifer Margherito	Assistant Director 3 Center for Global Engagement
Heather Mayen	Professional Services Specialist III Grants & Sponsored Research
Paul Eaton	Professional Services Specialist III User Support Services
Mary Lehr-Furtado	Professional Services Specialist I Dean of Business
Addison Savela	Professional Services Specialist IV Strength & Conditioning
Lauren Kaplan	Professional Services Specialist II Communications Marketing & Branding
Audrey Cooper	Assistant Director 3 Career Center
Shaun Rust	Professional Services Specialist III User Support Services
Michelle Lambing	Professional Services Specialist I Heath & Wellness
Wesley LaBar	Assistant Director 3 Records & Registration
Helen Kull	Professional Services Specialist IV Biology
Jamal Johnson	Assistant Director 1 Center for Student Success

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Three Year Reappointments (Effective July 1, 2022 to June 30, 2025) – AFT Staff (cont.)

Sharen Clugston	Assistant Director 1 Nursing
Alfonso Gonzalez	Professional Support Specialist III User Support Services
Jonathan Murakami	Professional Support Specialist I Counseling & Prevention Services
Eric Jendryaszek	Professional Support Specialist IV Football
Casey Goff	Assistant Director 2 Football
Alexa Horvath	Professional Support Specialist III Dean of Students
Brandon Wagner	Professional Support Specialist II Enterprise Infrastructure
Chinasa Thorpe	Professional Support Specialist III Center for Student Success
Shawn Dean	Professional Support Specialist IV Recreation
Megan Teitelbaum	Professional Support Specialist III Center for Community Engaged Learning & Research
Melissa Andreas	Assistant Director 3 Brower Student Center
Francesca Jackson	Assistant Director 2 Women's Basketball
Katherine Kahn	Professional Service Specialist III Bonner Institute

Three Year Reappointments (Effective July 1, 2022 to June 30, 2025) – AFT Staff

****Correction to December 7, 2021 Reappointment List***

Nicole Beagin	Professional Services Specialist III School of Business
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Three Year Reappointments (Effective July 1, 2021 to June 30, 2024) – AFT Staff

****Correction to December 7, 2021 Reappointment List***

Sukhvinder Bedi	Professional Services Specialist III User Support Services
Cynthia Fulford	Assistant Director 4 Support for Teacher Education Programs
Kara Pothier	Assistant Director 2 Communications Marketing & Branding
Jeannie Sekanics	Professional Services Specialist IV Admissions
Amanda Simpson	Professional Service Specialist III Admissions
Christopher Woods	Professional Service Specialist III Nursing
Galo Guerrero	Professional Services Specialist IV Records & Registration

Emeritus Retirements – Staff

James Lopez	Effective Date: December 31, 2021 Lieutenant Campus Police
Benedictus Paraan	Effective Date: December 31, 2021 Energy Systems Specialist
Josephine Murphy	Effective Date: December 31, 2021 Payroll Analyst
Sharon Bancroft	Effective Date: December 31, 2021 Help Desk Support/Trainer

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Emeritus Retirements – Staff (continued)

Thomas Davis	Effective Date: December 31, 2021 Senior Postal Clerk
Gail Bitler	Effective Date: December 31, 2021 Payroll Analyst
Rhelda Richards	Effective Date: December 31, 2021 Director of Capital Project Finances
Sara Thomas	Effective Date: January 1, 2022 Director, Housing Assignments
Dana Matlock	Effective Date: January 31, 2022 Scheduler
Lynda Kane	Effective Date: January 31, 2022 Interim Senior Director, Planning and Project Delivery
Lee Washington	Effective Date: March 1, 2022 Crew Supervisor Building Maintenance Workers
Pamela Schmierer	Effective Date: May 2, 2022 Professional Services Specialist
Carolyn Sherman	Effective Date: May 2, 2022 Office Support
Richard Rose	Effective Date: June 2, 2022 IT Support Specialist

**Resolution Honoring
Dr. Gerry Altmiller
For Service to
The College of New Jersey
Board of Trustees**

- Whereas: Dr. Gerry Altmiller has provided invaluable service as a Faculty Representative to The College of New Jersey Board of Trustees since October 2020; and,
- Whereas: Throughout her time with the Board, Dr. Altmiller has served as an esteemed Faculty Representative, sharing important perspective and expertise to the Trustees and the College's administration while serving as a member of the Mission Fulfillment and Business & Infrastructure Committees; and,
- Whereas: Dr. Altmiller joined the college's faculty in 2015 as a Professor in the School of Nursing, Health, and Exercise Sciences' Department of Nursing. In addition, Dr. Altmiller currently serves as a clinical nurse specialist consultant for Einstein Healthcare Network in Philadelphia, PA, a national consultant for the Quality and Safety Education for Nurses (QSEN) Collaboration and the director of the Quality and Safety Innovation at the college; and,
- Whereas: Dr. Altmiller's research interests focus on clinical evaluation, QSEN integration, and communication challenges in educational and practice environments. She was co-editor of a special QSEN issue of Nurse Educator and currently serves on the journal's editorial board. Most recently, Dr. Altmiller completed and published a publication, Introduction to Quality and Safety Education for Nurses: Core Competencies for Nursing Leadership and Care Management; and
- Whereas: In response to a March 2021 change to the standards for nursing education, Dr. Altmiller chaired the TCNJ committee responsible for the Department of Nursing being an early adopter of these new standards. This work has been nationally recognized and Dr. Altmiller has been invited to work with institutions across the country to assist with their efforts in meeting the new standards.
- Therefore,
Be It
Resolved: That The College of New Jersey Board of Trustees extends its appreciation to Dr. Altmiller for her years of service as a Faculty Representative to The College of New Jersey Board of Trustees and thanks her for her continued support of the College.

June 28, 2022

**The College of New Jersey Board of Trustees Resolution
Approving revised Policy Framework**

- Whereas: The College of New Jersey recognizes the importance of an effective compliance program in promoting the oversight, accountability and transparency necessary for ensuring the proper conduct of the College's operations and governance in realizing the mission of the College and maintaining the trust of the College community and the people of New Jersey; and
- Whereas: The College of New Jersey Board of Trustees approved a Compliance Policy and ratified Best Practices for the College's compliance program on February 26, 2008; and
- Whereas: One element of the College's compliance program includes implementing written policies and procedures to ensure compliance with applicable laws and regulations and recognized best practices in the governance and operation of an institution of higher education; and
- Whereas: Pursuant to N.J.S.A. 18A:64-6c, the Board of Trustees has the power and duty to "determine policies for the organization, administration and development of the college"; and
- Whereas: Recognizing the need for a policy framework that defines various types of policies, delegates authority to issue policies, and generally provides for the implementation and oversight of and compliance with policies at the College; the Board of Trustees at its meeting on December 8, 2009 approved the Policy Framework (the "Original Policy Framework"); and
- Whereas: Upon recommendation from the administration, the Board of Trustees at its meeting on July 9, 2013, approved an amended version of the Policy Framework (the "First Amended Policy Framework"); and
- Whereas: The administration has recommended certain changes in the First Amended Policy Framework, principally to clarify Interim Policies, Policy Development and Review, Policy Termination and Conflicting Policies and to emphasize the College's commitment to diversity, equity, and inclusion; which changes are incorporated in the amended Policy Framework (the "Second Amended Policy Framework"), a copy of which is attached hereto; and

Whereas: The Executive Committee recommends that the Second Amended Policy Framework be adopted to replace and supersede the First Amended Policy Framework;

Therefore,

Be It Resolved: That the Board of Trustees of The College of New Jersey hereby approves the attached Second Amended Policy Framework, which replaces and supersedes the First Amended Policy Framework, effective immediately.

Section:	VIII.1.1	
Title:	Policy Framework	
Effective Date:	June 28, 2022	
Approved By:	Board of Trustees	
Responsible Unit:	Office of General Counsel (609) 771-2734; ogc@tcnj.edu	
Related Documents:	<ol style="list-style-type: none">1. N.J.S.A. 18A:64-6c – describes the powers and duties of the Board of Trustees to “determine policies for the organization, administration and development of the college.”2. N.J.S.A. 18A:64-6m – describes the powers and duties of the Board of Trustees to “adopt, after consultation with the president and faculty, bylaws and make and promulgate such rules, regulations and orders...that are necessary and proper for the administration and operation of the college and the carrying out of its purposes.”3. N.J.S.A. 18A:64-8 – describes the powers and duties of the President “for the execution and enforcement of the bylaws, rules, regulations and orders governing the management, conduct and administration of the college.”	
History:		
<u>Version</u>	<u>Date</u>	<u>Notes</u>
3.0	June 28, 2022	Revised by Board of Trustees Resolution
2.0	July 9, 2013	Revised by Board of Trustees Resolution
1.0	December 8, 2009	New policy; Initial release

I. INTRODUCTION

The purpose of this policy is to establish a policy framework for The College of New Jersey (“TCNJ” or “the College”). This policy prescribes a consistent process for the development, issuance and review of institutional policies. In addition, the Policy Framework promotes the development of timely, accurate and effective policies through the required periodic policy reviews.

The Policy Framework acknowledges the essential role of the College’s shared governance process with respect to policies. Governance Structure and Processes (“Governance Policy”), allows designated stakeholder groups to work cooperatively to assist the administration in identifying areas of operation that need new or revised

policies or procedures, to recommend to the administration appropriate policies and procedures and participate in the development of those policies and procedures, and to make recommendations to the administration on issues related to policy in support of the mission of the College.

Nothing in this policy modifies in any way the TCNJ shared governance process, that allows designated stakeholder groups to work cooperatively to make recommendations to the administration on issues related to policy in support of the mission of the College.

II. DEFINITIONS

1. Board of Trustees Policies – Board of Trustees Policies are issued by the Board in accordance with applicable New Jersey law and the Bylaws of the Board. They include policies that relate to the organization, administration, and development of the College as a whole and overarching rules, regulations and orders issued by the Board that are necessary and proper for the administration and operation of the College. They establish fundamental principles as a basis and guide for mandating or constraining action by College administrators, employees, students, and other members of the College community.
2. College Operating Policies – College Operating Policies are issued by the President for the executive management and conduct of the College in all Units and for the execution and enforcement of the Bylaws, rules, regulations and orders governing the management, conduct and administration of the College in accordance with applicable law and consistent with Board of Trustees Policies and delegations of authority.
3. Interim Policies – Interim Policies may be issued by the Board of Trustees (Interim Board of Trustees Policies), the President (Interim College Operating Policies), or other College officers or administrators (Interim Unit Policies) in situations where a policy must be established in a short time period to meet legal or regulatory requirements, emergency deadlines or in other special circumstances.
4. Responsible Unit – The Unit charged by the issuer of the policy for its review and enforcement.
5. Units – Units are formally recognized portions of the College that may include: schools, departments, divisions, offices, centers, programs, or other administrative units at the College.
6. Unit Policies – Unit Policies generally do not have the broad scope or significant impact of College Operating Policies, but instead may apply to only a single or several units and are established by or for that or those unit(s).

III. POLICY

A. Policy Type and Issuance

- i. Board of Trustees Policies: The College of New Jersey Board of Trustees issues Board of Trustees Policies in accordance with the Bylaws and applicable law.
- ii. College Operating Policies: The Board delegates to the President the authority to issue College Operating Policies. College Operating Policies are needed to manage the College and its various units in accordance with applicable state and federal law and reasonable administrative practice, and consistent with Board of Trustees Policies and delegations of authority from the Board of Trustees. Occasionally, because the Board of Trustees expresses interest or because the administration notes the implication of a particular policy, a College Operating Policy will be brought to the Board of Trustees as an information item.
- iii. Unit Policies: The President may delegate to College officers or administrators who oversee units of the College the authority to issue Unit Policies. Unit Policies generally do not have the broad scope or significant impact of College Operating Policies, but instead apply to only a single or several units and are established by that or those units.
- iv. Interim Policies:
 - a. Interim Policies may be issued in special situations that likely may include a change in or new recognition of or interpretation of federal or state law, or the identification of a major institutional risk.
 - b. Generally, an Interim Policy is a policy concerning subject matter that would involve the regular process of policy development and review pursuant to the Governance Policy that is issued prior to the completion of the governance review process ("GRP").
 - c. Upon receiving notice that an Interim Policy will be issued, the Steering Committee may notify campus stakeholders and initiate the governance review process and endeavor to make any recommendations for modifying the terms of the Interim Policy within two (2) academic years after the issuance of the Interim Policy, if it is determined by the Steering Committee that the GRP is necessary.
 - d. An Interim Policy shall remain in force until the earlier of (i) the end of the academic year subsequent to the academic year of the date of issuance (the "Interim Expiration Date") or (ii) until it is replaced by an approved Policy (which may include a revised version of the Interim Policy) or revoked by the issuer, whichever occurs first. If, with due consideration to the respective governance review process, an approved policy that replaces the Interim Policy is not issued and the Interim Policy is not revoked or otherwise altered prior to the Interim Expiration

Date, the Interim Policy shall remain in effect as a Board of Trustees Policy, College Operating Policy, or Unit Policy, as appropriate, with the term "Interim" no longer appearing in the title to the policy¹; provided, however, that to the extent that the governance review process cannot be completed by the Interim Expiration Date because of an extraordinary, unanticipated delay, the Interim Expiration Date may be extended by mutual agreement of the Steering Committee and the cognizant Cabinet officer (i.e., the Cabinet officer for the Responsible Unit). The conversion from interim status to a Board of Trustees Policy, College Operating Policy, or Unit Policy in no way forecloses the opportunity for members of the campus community to later bring an issue of concern about that policy to the Steering Committee or other appropriate representative body for possible review through the governance review process.

B. Areas of Responsibility

- i. The President may designate an appropriate College officer or administrator to implement and be responsible for overseeing compliance with a particular approved policy. Designated administrators are responsible for identifying areas of operation within their units that are in need of new or revised policy or procedures; for recommending appropriate policies and procedures; for participating in the development of those policies and procedures; and for assuring adherence to approved policies and procedures within their areas of organizational responsibility.
- ii. Employees and students are responsible for knowing, understanding, and complying with policies that relate to their employment or enrollment at the College.
- iii. Overall responsibility for the maintenance and organization of policies is assigned to the Compliance Office. The Compliance Office serves as a resource for policy developers and issuers during policy development and review, and then assists in the monitoring of policies for compliance and effectiveness. The General Counsel is authorized to make non-substantive edits and substantive updates to Board of Trustees Policies that are non-discretionary mandatory changes to comply with state or federal law. All such updates shall be reported to the Board and to the Steering Committee as information items. Non-substantive edits include but are not limited to updating titles, names, divisions, departments or the like that may have changed; correcting grammar, punctuation and typographical errors; editing for language consistency and format; and changing monetary rates that are the result of federal or state regulatory changes (e.g., mileage rate reimbursement).

¹ This recharacterization of the policy (as non-Interim) shall be considered effective upon the earlier to occur of (i) the Interim Expiration Date or (ii) a communication to the approving authority and the Steering Committee that upon completion of the Governance Review Process the cognizant Cabinet officer has determined that no change in the text of the Interim Policy is warranted.

- iv. Nothing in this policy limits or circumscribes in any way the power and authority of the Board of Trustees or the President to issue, amend, revoke, or permit or direct the issuance, amendment, or revocation of policies on any matter, with or without notice, as circumstances or the good of the College may require.

C. Policy Development and Review

- i. The College is committed to encouraging and facilitating a living, learning and working environment that is free from unlawful discrimination and harassment. Members of the campus community are asked to be mindful of the College's commitment to diversity, equity, and inclusion as they draft and review policies. The Office of Inclusive Excellence is available as a resource to members of the campus community as they work to draft, review, and revise policies reflecting this commitment.
- ii. Prior to its issuance or revision, each policy must be organized and formatted consistent with the current College policy template available from the Compliance Office online (the Guide to Writing and Updating College Policies can be found at: <https://policies.tcnj.edu/wp-content/uploads/sites/247/2019/01/TCNJ-User-Guide-to-Writing-Policies-2016.pdf> and the Policy/Procedure Writer's checklist can be found at: <https://policies.tcnj.edu/wp-content/uploads/sites/247/2019/01/TCNJ-Policy-Writers-Checklist-2016.pdf>. Additional resources for drafting College policies are available in the Online Policy Manual at https://policies.tcnj.edu/?page_id=116.
- iii. The title of a policy should briefly describe the policy's subject matter (in this policy, Section III. Policy would contain the subject matter). Care should be taken to avoid including extraneous subject matter that: (i) one would not expect given the title or (ii) is not otherwise in furtherance of the policy's purpose or (iii) is or would be expected to be more appropriately covered in another existing policy.
- iv. Procedures are occasionally incorporated in policies when they help define the nature of the policy. More often, procedures, rules, protocols, directives and guidelines regarding policies are part of the implementation process and are developed and refined by College officers and administrators, consistent with the applicable policy.
- v. Completed draft policies of newly developed policies or reviewed and edited existing policies must be submitted to the Compliance Office. The Compliance Office will act as the liaison to the Steering Committee to ascertain the need for governance review and to promote compliance with this policy and applicable provisions of the Governance Policy. Upon final review and approval of a policy, the cognizant Cabinet Officer shall submit a completed and executed Policy Review and Approval Routing Form, provided by the OGC Paralegal upon request, to the Compliance Office, which shall post the approved policy to the Online Policy Manual.

- vi. In the event that the co-chairs of the Steering Committee believe that the subject matter of a proposed policy requires the governance review process, they may recommend to the cognizant Cabinet Officer that such proposed policy be issued as an Interim Policy to allow for consideration of the policy through the governance review process in a thoughtful and deliberate manner; provided, however, that the issuance as an Interim Policy sets no precedence with respect to the requirement for the governance review process for that subject matter.
- vii. Unless more frequent review is otherwise specified by law, regulation, or best practice, every Responsible Unit shall commence a cyclical review of each of its approved policies with a goal of completing the review of each individual policy not less than once every five (5) years. The Responsible Unit should consult with the Compliance Office if special circumstances warrant additional time, and should endeavor, in any event, to complete the review in not less than seven (7) years. Noncompletion of such review within these specified periods shall not invalidate an existing policy.

D. Policy Termination

A policy may:

- i. expire if it contains a termination or expiration date or event that has occurred;
- ii. be repealed or rescinded by the issuing authority or by an individual designated by the Responsible Unit as authorized by the issuing authority; or
- iii. be replaced or superseded by another policy (of the same or a higher level) either explicitly or implicitly (see E. Conflicting Policies).

E. Conflicting Policies

Members of the College community should report any discrepancies, inconsistencies or conflicts (collectively, “conflicts”) between policies to the Responsible Unit(s). Each Responsible Unit should then confer with the Compliance Office. Thereafter the Compliance Office shall work with the Responsible Unit to resolve any applicable conflicts.

Policies should be read as harmonious whenever reasonable, with separate parts being interpreted within their broader context. Policies are meant to be consistent with each other and any conflict should be reasonably considered and resolved, by the appropriate administrator (Responsible Unit(s) in consultation with the Compliance Office). For example, if two policies cover the same subject matter, but one has more exacting or extensive requirements or applies higher standards, the more exacting or extensive requirements or higher standards may apply.

In the event that any such conflicts cannot be removed, higher-level policies take priority over lower level policies, i.e., the provisions of the policies will be construed in

accordance with the following listed order of precedence: Board of Trustees Policies over College Operating Policies over Unit Policies.

Within a level of priority (e.g., College Operating Policies), if provisions of two different policies are irreconcilably conflicting, or if a later issued policy covers the whole subject of an earlier issued policy and is clearly intended as a substitute, the later issued policy will prevail. In the case of an irreconcilable conflict between two such policies, the later approved policy will be deemed to have repealed the earlier one to the extent of the conflict.

After consultation with the appropriate administrator, the General Counsel is authorized to revise, remove or resolve a conflict between policies in accordance with this section. After making any such an alteration, the General Counsel shall notify the Steering Committee, policy issuer and Responsible Unit.

**Resolution Establishing the Schedule of Public Meetings
for The College of New Jersey Board of Trustees
2022 to 2023**

Whereas: The New Jersey Open Public Meetings Law, N.J.S.A. 10:4-6 requires that all public bodies publish the dates on which they will meet; and

Whereas: The College of New Jersey Board of Trustees is a public body within the definition of this law.

Therefore,
Be It

Resolved: That The College of New Jersey Board of Trustees establishes the following meeting dates in 2022 - 2023 and directs that this schedule be sent to the Secretary of State for posting and to the press for publication in conformance with the requirements of law.

Meeting Dates 2022 - 2023

Tuesday, October 18, 2022
Tuesday, December 6, 2022
Wednesday, January 18, 2023 – BOT Retreat
Tuesday, February 28, 2023
Tuesday, May 2, 2023 – Annual Tuition Hearing
Tuesday, June 27, 2023

**The College of New Jersey Board of Trustees
Resolution Approving a Master of Public Policy**

- Whereas: The Department of Political Science has developed a proposed Master of Public Policy degree program; and,
- Whereas: The master's degree program will educate students in policy analysis and the study of effective policy making; and,
- Whereas: The program will contain an embedded Certificate in Public Policy, allowing students to pair public policy training with other coursework; and,
- Whereas: The degree and certificate programs will help meet the growing demand for public policy expertise and methodological and analytical training in public service careers and in related positions in private and non-profit sectors; and,
- Whereas: This program is consistent with the mission of the School of Humanities and Social Sciences and the mission of The College of New Jersey; and,
- Whereas: This program has been reviewed and recommended by the Curriculum Committee of the School of Humanities and Social Sciences and the collegewide Committee on Academic Programs; and,
- Whereas: This program has been reviewed and recommended by the Mission Fulfillment Committee of the Board of Trustees.

Therefore,
Be It

Resolved: That the proposed Master of Public Policy be approved.

June 28, 2022

**The College of New Jersey Board of Trustees
Resolution Approving a Master of Arts in Educational Studies**

Whereas: The Department of Educational Administration and Secondary Education has developed a proposed Master of Arts in Educational Studies degree program; and,

Whereas: The requirements for this master's degree program will include the completion of two or more certificate programs within the schools of Education or Engineering and the completion of an integrative, action research project in the culminating capstone course; and,

Whereas: The program will offer an innovative means for practicing teachers to earn credentials (e.g., formal certificates or state endorsements) as they develop their skills as educators and school leaders; and,

Whereas: This program is consistent with the mission of the School of Education and the mission of The College of New Jersey; and,

Whereas: This program has been reviewed and recommended by the Curriculum Committee of the School of Education and the collegewide Committee on Academic Programs; and,

Whereas: This program has been reviewed and recommended by the Mission Fulfillment Committee of the Board of Trustees.

Therefore,
Be It

Resolved: That the proposed Master of Arts in Educational Studies be approved.

June 28, 2022

The College of New Jersey
Resolution Approving a Revised Reappointment and Promotions
Document

Whereas: Clear guidelines regarding service expectations can help faculty members and librarians seeking reappointment and promotion; and,

Whereas: The Committee on Faculty Affairs has reviewed and revised the service requirements contained in the Reappointment and Promotions Document; and,

Whereas: The revised document provides guidance to faculty members and librarians concerning service expectations, quantity and tiers of service, and examples of service appropriate for a pre-tenure faculty member or librarian; and,

Whereas: The attached revised Reappointment and Promotions Document provides clearer standards for the quantity and quality of service expected of candidates for reappointment and promotion.

Therefore,
Be It

Resolved: The attached Reappointment and Promotions Document be approved.

June 28, 2022

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

Whereas: State College Contracts Law permits waivers of advertising for specified purchases in excess of \$100,000, 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:

VENDOR	PURPOSE	FUNDING SOURCE
Campus Town Education Association \$300,000	Fitness Center Rent and Common Area Maintenance	College Operating
The Cloud Connectors, Inc. \$65,160	Taleo Integration	College Operating
Ideametrics, DW Cloud \$50,000	Services for Supporting Oracle Cloud Modules	College Operating
Oracle America, Inc. \$1,277,990	Financial Cloud ERP, Cloud HCM, Fusion Time & Labor, Cloud Software Maintenance funding, Campus Solution PeopleSoft and Oracle Enterprise Database Licensing	College Operating
Foundation for International Education (FIE) \$115,650	TCNJ London	Program Fees

June 28, 2022

Instituto Franklin, University of Alcala de Henares \$181,475	TCNJ Spain	Program Fees
The Washington Center (TWC) \$119,720	TCNJ Washington D.C.	Program Fees
CEPA Europe GmbH \$211,000	TCNJ Italy TCNJ UK TCNJ France	Program Fees
Council for International Education Exchange (CIEE) \$165,970	TCNJ UK TCNJ Ghana TCNJ Ireland & Portugal	Program Fees
WorldStrides / International Studies Abroad (ISA) \$148,600	TCNJ UK TCNJ London TCNJ Costa Rica	Program Fees

**Resolution Approving Waivers
Of Advertising
For 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.

VENDOR	PURPOSE	FUNDING SOURCE
Ewing Township \$272,000	Sewage Disposal Services	College Operating – 53% Housing Operating – 39% BSC Operating – 8%

Resolution Approving Capital Project Budgets Over \$1Million

- Whereas:** The College Administration recommends that the following capital and operating projects be undertaken which are consistent with the mission and strategic plan of the College; and
- Whereas:** The estimated project cost is greater than one million dollars or of special interest; and
- Whereas:** The individual projects and their respective budgets have been reviewed and are recommended by the Business and Infrastructure Committee, a subcommittee of The College of New Jersey Board of Trustees; and
- Therefore, Be It Resolved That:** The College of New Jersey Board of Trustees approves the following projects and associated budgets for purposes as designated herein.

PROJECT NAME	AMOUNT	ANTICIPATED COMPLETION DATE	FUNDING SOURCE
New Residence Hall HVAC Upgrades/replacements	\$10,000,000	January 2025	Asset Renewal Reserves & Capital Reserves
Fire Alarm Upgrades	11,786,441	June 2025	Asset Renewal Reserves
Bleacher and Stadium Upgrades	\$1,912,420	October 2022	Asset Renewal
Packer Hall of Fame Upgrades	\$1,835,000 (1,000,000 from Development)	November 2022	Asset Renewal Reserves and Development
Education Parking Garage Renovation	\$1,000,000	June 2024	Asset Renewal Reserves

RESOLUTION OF THE BOARD OF TRUSTEES OF THE COLLEGE OF NEW JERSEY APPROVING THE RELEASE OF CERTAIN PROPERTY FROM LEASES BETWEEN THE NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY AND THE COLLEGE OF NEW JERSEY; APPROVING THE FORM OF AND AUTHORIZING THE EXECUTION AND DELIVERY OF THE LEASE AMENDMENTS; APPROVING THE CONVEYANCE OF SUCH PARCEL TO THE COLLEGE OF NEW JERSEY; AND AUTHORIZING OFFICERS OF THE COLLEGE OF NEW JERSEY TO DO ALL OTHER THINGS DEEMED NECESSARY OR DESIRABLE IN CONNECTION WITH THE LEASE AMENDMENTS AND CONVEYANCE.

- WHEREAS: The New Jersey Educational Facilities Authority (the “Authority”) holds title to a parcel of land on the campus of The College of New Jersey (the “College”) in the Township of Ewing, in the County of Mercer, in the State of New Jersey upon which the student residence facilities, Travers and Wolfe Halls (the “Project Site”), and related parking facilities are situated; and
- WHEREAS: The Authority financed and refinanced the acquisition and development of Travers and Wolfe Halls on behalf of the College through issuance of various series of bonds of the Authority, none of which are currently outstanding (the “Prior Bonds”); and
- WHEREAS: Although the Prior Bonds are no longer outstanding, the Project Site for Travers and Wolfe Halls is still subject to existing Lease Agreements between the Authority and the College dated as of September 1, 2015 (the “2015 Lease”), September 1, 2016 (the “2016 Lease”), and July 1, 2020 (the “2020 Lease”; together with the 2015 Lease and the 2016 Lease, the “Leases”); and
- WHEREAS: The 2015 Lease was executed in connection with the issuance by the Authority of its \$114,525,000 aggregate principal amount Revenue Refunding Bonds, The College of New Jersey Issue, Series 2015 G (the “2015 Bonds”) pursuant to a Trust Indenture dated as of September 1, 2015 by and between U.S. Bank National Association (the “Trustee”) and the Authority (the “2015 Indenture”); and
- WHEREAS: The 2016 Lease was executed in connection with the issuance by the Authority of its \$193,180,000 aggregate principal amount Revenue Refunding Bonds, The College of New Jersey Issue, Series 2016 F (Tax-Exempt) (the “2016 F Bonds”) and Series 2016 G (Federally Taxable) (collectively, the “2016 Bonds”) pursuant to a Trust Indenture dated as of September 1, 2016 by and between the Trustee and the Authority (the “2016 Indenture”); and
- WHEREAS: The 2020 Lease was executed in connection with the issuance by the Authority of its \$182,185,000 aggregate principal amount Revenue Refunding Bonds, The College of New Jersey Issue, Series 2020 D (Federally Taxable) (the “2020 Bonds”) pursuant to a Trust Indenture dated as of July 1, 2020 by and between the Trustee and the Authority (the “2020 Indenture”; together with the 2015 Indenture and the 2016 Indenture, the “Indentures”); and

WHEREAS: The College has determined the Travers and Wolfe Halls are approaching the end of their useful life and desires to obtain ownership of the Project Site in order to have flexibility in determining future use of the Project Site; and

WHEREAS: Section 2.05 of the 2016 Lease and the 2020 Lease state that the Project Site may be released by the Authority, in consultation with bond counsel, at the request of the College; and

WHEREAS: The College has been advised by the Authority that McManimon, Scotland & Baumann, LLC, bond counsel to the Authority ("Bond Counsel"), has advised the Authority that the Project Site may also be released by the Authority from the 2015 Lease; and

WHEREAS: To effectuate the release of the Project Site (the "Property Release"), the Authority and the College shall execute and deliver amendments to the Leases and shall cause abstracts of such amendments to be recorded in the applicable real estate records.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE COLLEGE OF NEW JERSEY AS FOLLOWS:

SECTION 1. The Board hereby approves the release of the Project Site from the 2015 Lease, the 2016 Lease, and the 2020 Lease.

SECTION 2. The Board hereby approves the conveyance of the Project Site from the Authority to the College.

SECTION 3. The Authorized Officers of the College be, and the same are, hereby authorized and directed to execute, deliver and approve any and all such other agreements, documents, certificates, directions and notices and to do and perform such acts and to take such actions as may be necessary or required or which the Authority may deem to be appropriate to implement the purposes of this Resolution, to effectuate the execution and delivery of all required lease amendments and any other documentation necessary to effectuate the conveyance of the Property Site from the Authority to the College. Any Authorized Officer of the College is hereby authorized and directed, for and on behalf of and in the name of the College to attest and deliver said documentation and to affix the seal of the College to said documentation. Such execution and attestation to be conclusive evidence of the approval of the form and content of such documentation.

SECTION 4. All resolutions, orders and other actions of the College in conflict with the provisions of this Resolution to the extent of such conflict are hereby superseded, repealed or revoked.

SECTION 6. This Resolution shall take effect immediately.

**Resolution Approving The College of New Jersey Fiscal Year 2023
Unrestricted Current Fund Budget and Establishing
Student Charges to the Level Sufficient To
Balance the Approved Budget**

- Whereas:** The State College Autonomy Law vests the responsibility with the Board of Trustees to approve the college's unrestricted current fund budget and adjust student charges as necessary; and
- Whereas:** The College's Treasurer has prepared an unrestricted current fund budget for fiscal year 2023 totaling \$271,477,000 of which \$69,232,000 is the anticipated state appropriations (including state funded fringe benefits); and
- Whereas:** The President has reviewed the proposed unrestricted current fund budget and the student charges required to implement this budget and recommends their approval; and
- Whereas:** The Business and Infrastructure Committee of the Board of Trustees has reviewed the proposed unrestricted current fund budget and the student charges required to implement this budget and has recommended their approval.
- Therefore
Be It
Resolved:** That the Board of Trustees approves the FY2023 college unrestricted current fund budget totaling \$271,477,000; and
- Be It
Further
Resolved:** That the Board of Trustees approves the student charges FY2023 to implement this budget.

June 28, 2022

THE COLLEGE OF NEW JERSEY

FY 2023 TOTAL UNRESTRICTED CURRENT FUND BUDGET

EDUCATIONAL & GENERAL OPERATING FUNDS	\$ 188,458,000
GSF/CAPITAL FEE	23,038,000
AUXILIARY ACTIVITIES (HOUSING, BSC & CES)	55,113,000
NEW JERSEY RISK MANAGEMENT PROGRAM	4,868,000
	<hr/>
	\$ 271,477,000
	<hr/>

**THE COLLEGE OF NEW JERSEY
FY 2023
TUITION & FEE INCREASE**

FULL TIME UNDERGRADUATE IN-STATE STUDENT

FY 2022 ACTUAL CHARGES

TUITION	\$ 13,603
MANDATORY FEES	\$ 3,684
ROOM & BOARD*	\$ 13,752
TOTAL	\$ 31,039

	FY 2023 PROPOSED CHARGES	COMPARISON TO FY 2022 ACTUAL DOLLAR CHANGE	PERCENT CHANGE
TUITION	\$ 14,140	\$ 537	3.95%
MANDATORY FEES	\$ 3,838	\$ 154	1.12%
ROOM & BOARD*	\$ 14,144	\$ 392	2.85%
TOTAL	\$ 32,122	\$ 1,083	3.49%

***Include: Room Charge and Ala Carte 1 Board Plan**

FULL TIME STUDENTS (Flat Rate Over 12 Credits) / 3 Units			AMOUNT CHANGE	
	FY 2022	FY 2023	AMOUNT	PERCENT
UNDERGRADUATE - NEW JERSEY RESIDENT				
TUITION	13,602.86	14,140.17	537.31	3.95%
GSF/CAPITAL	3,111.68	3,234.59	122.91	3.95%
STUDENT CENTER FEE	272.82	283.60	10.78	3.95%
STUDENT ACTIVITY FEE	299.56	319.56	20.00	6.68%
TOTAL	\$ 17,286.92	\$ 17,977.92	\$ 691.00	4.00%
UNDERGRADUATE - OUT OF STATE RESIDENT				
TUITION - Junior & Senior Cohorts	25,910.50	26,933.96	1,023.46	3.95%
GSF/CAPITAL	3,111.68	3,234.59	122.91	3.95%
STUDENT CENTER FEE	272.82	283.60	10.78	3.95%
STUDENT ACTIVITY FEE	299.56	319.56	20.00	6.68%
TOTAL	\$ 29,594.56	\$ 30,771.71	\$ 1,177.15	3.98%
TUITION - Freshman & Sophomore Cohorts	19,044.00	19,796.24	752.24	3.95%
UNDERGRADUATE - ROOM & BOARD				
ROOM CHARGE	9,706.06	9,948.71	242.65	2.50%
BOARD (ALA CARTE 1)	4,046.24	4,195.14	148.90	3.68%
TOTAL	13,752.30	14,143.85	391.55	2.85%
TOTAL COST				
In-State Undergraduate	\$ 31,039.22	\$ 32,121.77	\$ 1,082.55	3.49%
Out-of-State -Freshman & Sophomores	\$ 36,480.36	\$ 37,777.84	\$ 1,297.48	3.56%
Out-of-State -Juniors & Seniors	\$ 43,346.86	\$ 44,915.57	\$ 1,568.71	3.62%
CARD SERVICE FEE (FALL AND SPRING)	\$ 20.00	\$ 20.00	-	0.00%
Pass through annual charge for all students without personal insurance effective 8/1/2022 to 7/31/2023:				
UNDERGRADUATE STUDENT HEALTH INSU	\$ 2,274.00	\$ 2,450.00	176.00	7.74%
GRADUATE STUDENT HEALTH INSURANCE	\$ 2,274.00	\$ 2,450.00	176.00	7.74%

<u>PART-TIME UG STUDENTS Per Credit/.25 Units</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>CHANGE</u>	
			<u>AMOUNT</u>	<u>PERCENT</u>
UNDERGRADUATE - NEW JERSEY RESIDENT				
TUITION	482.46	501.52	19.06	3.95%
GSF/CAPITAL	128.91	134.00	5.09	3.95%
STUDENT CENTER FEE	11.62	12.08	0.46	3.95%
STUDENT ACTIVITY FEE	12.56	13.40	0.84	6.68%
TOTAL COST	635.55	661.00	25.45	4.00%
UNDERGRADUATE - OUT OF STATE RESIDENT				
TUITION	917.57	953.81	36.24	3.95%
GSF/CAPITAL	128.91	134.00	5.09	3.95%
STUDENT CENTER FEE	11.62	12.08	0.46	3.95%
STUDENT ACTIVITY FEE	12.56	13.40	0.84	6.68%
TOTAL COST	1,070.65	1,113.29	42.63	3.98%
<u>PART-TIME GRAD STUDENTS Per Credit Hour</u>				
GRADUATE - NEW JERSEY AND OUT OF STATE RESIDENTS				
TUITION	830.82	863.63	32.82	3.95%
GRADUATE FEES (Flat Rate)	75.84	78.84	3.00	3.95%
TOTAL COST	906.66	942.47	35.81	3.95%
GRADUATE - NURSING STUDENTS				
TUITION	976.03	1,014.59	38.55	3.95%
GRADUATE FEES (Flat Rate)	75.84	78.84	3.00	3.95%
TOTAL COST	1,051.87	1,093.42	41.55	3.95%
GRADUATE - MBA PROGRAM				
TUITION	964.39	1,002.48	38.09	3.95%
GRADUATE FEES (Flat Rate)	144.34	150.04	5.70	3.95%
TOTAL COST	1,108.73	1,152.53	43.79	3.95%
<u>FLAT RATE</u>				
CARD SERVICE FEE (FALL AND SPRING)	20.00	20.00	0.00	0.00%

**THE COLLEGE OF NEW
JERSEY BOARD CHARGES
FISCAL YEAR 2023**

Board Plans	2023 BOARD			
	2023 BOARD ONLY (per year)	ONLY (per semester)	Change from FY22 (amount)	Change from FY22 (percent)
MEAL RATES				
Ala Carte 1	\$ 4,195.14	\$ 2,097.57	\$ 148.90	3.68%
Ala Carte 2	\$ 3,603.52	\$ 1,801.76	127.90	3.68%
Apartment Plan (Phelps & Hausdoerffer)	\$ 2,067.46	\$ 1,033.73	73.38	3.68%
College House Plan (off campus Apt Plan)	\$ 740.07	\$ 370.03	26.27	3.68%
19 Meals Per Week	\$ 5,163.26	\$ 2,581.63	183.26	3.68%
15 Meals Per Week	\$ 5,055.71	\$ 2,527.85	179.45	3.68%
10 Meals Per Week	\$ 4,937.37	\$ 2,468.68	175.25	3.68%
Commuter Meal Plan A (3MPW)	\$ 618.51	n/a	21.95	3.68%
Commuter Meal Plan B (2MPW)	\$ 344.22	n/a	12.22	3.68%
Campus Town Dollars (base amt added to all plans)*	\$ 210.00	\$ 105.00	n/a	n/a
Block Plan 25	\$ 236.65	n/a	8.40	3.68%
Block Plan 50	\$ 457.17	n/a	16.23	3.68%
*NEW-all meal plans include Campus Town Dollars at cost of \$105/semester				

Room Rate (Per Year)	\$ 9,948.71	\$ 4,974.36	\$ 242.65	2.5%
Weekly Housing Charge	\$ 310.90	n/a	7.58	2.5%
Summer Weekly Charge	\$ 179.38	n/a	4.37	2.5%
January Term Room Rate	\$ 244.03	n/a	5.95	2.5%

CCS Room Rate (per year)	\$ 11,600.00	\$ 5,800.00	\$ -	0.0%
Includes Overhead Costs and Program Services				

**The College of New Jersey
Student Revenues
Fiscal Year 2023**

	FY2023	FY 2022
One-Time Program Fees		
Admissions Application Fee (1)	75	75
Graduation Services Fee	100	100
LiveText Learning Assessment Fee	139	139
Transfer Student Transitions Fee (non-refundable)	184	184
First Year Student Transitions Fee (non-refundable)	219	219
** Sophomore Student Transition Fee (non-refundable)	100	100
Inclusive Excellence Academy Fee	450	450
Requested Services Fees		
All Parking Decal Fees:		
• Commuter (Annual cost excluding NJ State sales tax)	105	105
• Residence (Annual Cost)	290	290
• Commuter (Per semester cost excluding NJ State sales tax)	64	64
• Residence (Per semester cost)	160	160
• Weekly Parking	20	20
Specialized Programs Fees		
Optional Summer Transition Program (Operation Be Well)	450	450
Operation Lead Program	450	450
Lions Plus Program (Academic year)	5,000	5,000
Lions Plus Program (Per semester)	2,700	2,700
Government Program Fee	6,365	6,365
Provisional Cohort - Freshman	7,498	7,213
Cooperman Academy Summer Program (Summer)	3,300	3,300
Dual Enrollment Early College Program	4,000 / per course	4,000 / per course
RN-to-BSN Off-Site Programs	1,450	1,450
Engineering Major Fee (per semester)	150	150
Regional Training Center 3 Credit Fee	543.75	543.75
Summer Visiting Fee	75	75
Pass Through Fees		
Credit Card Payment Fee	2.75% of amount charged	2.75% of amount charged
International Credit Card Payment Fee	4.25% of amount charged	4.25% of amount charged
Payment plan enrollment fee (semester)	25	25
Nursing Testing Package		
• Sophomore	165	165
• Junior	245	245
• Senior	245	245
Other Fees		
Ewing High School Partnership Tuition - Per Course	150	150
International Student Teaching Fee	300	300
School of Arts and Comm Academic Equipment Fee	200	-
Music Fee	100	100
Private Music Lesson Charge	\$500(per 0.25 unit)	\$500(per 0.25 unit)
Fitness Class Program Fee - Per Semester	25	25
Fraternity & Sorority Life Involvement Fee		
• Fall Semester	47	47

**The College of New Jersey
Student Revenues
Fiscal Year 2023**

	FY2023	FY 2022
- Spring Semester	47	47
Specialized Course Fees:		
NUR 230 -Stethoscope, Name Tag, BP Cuff, , Lab Coat.	275	275
NUR 240 -Uniforms (2 pants, 2 shirts - Flynn and Ohara), Bandage scissor Cath Kits, Irrigation kits Kits, IV Tubing, IV Bags, Syringes of various sizes, injection pad, sterile gloves, exam gloves.	145	145
NUR 324 - Maternity Clinical	25	25
NUR 330 - Medical Surgical Lab Class Fee	80	80
NUR 334 - Simulation Class Fee	30	30
NUR 340 - Psych - Clinical	25	25
NUR 344 - Boot Camp - simulation plus Denver's	35	35
NUR 420 - Medical Surgical Class - Skills, Central Line Dressing, Trach Care.	55	55
NUR 424 - Simulation Class fee	35	35
NUR 440 - Simulation Class fee	30	30
NUR 444 - Community Bags - BP Cuff, Hand Sanitizer, Thermometer and thermometer covers, Mouth cover for CPR, Tape measure.	35	35
Graduate Nursing Lab Fee (per semester, maximum = 4 semesters)	125	125
School of Science Course Fee - (Lab)	\$35 per course	\$35 per course
Optional Fees		
Praxis Requirements for Educator Prep Programs (Optional)	\$90 - \$180	-
Career and Community Studies		
Career and Community Studies Program (per term)	12,064	12,064
Career and Community Studies Program (per half term) Summer Term-5 weeks	6,032	6,032
Career and Community Studies - General Services/Capital fee (per semester -.5 units)	258	258
Career and Community Studies - Student Center fee (per semester -.5 units)	22	22
Career and Community Studies - Student Life fee (per semester -.5 units)	26	26
Graduate Global Programs		
Tier 1 off-site programs (per credit)	686	686
Tier 2 off-site programs (per credit)	601	601
Tier 3 off-site programs (per credit)	515	515
Tier 4 off-site programs (per credit)	428	428
International Internships / Independent Study (per credit)	774	774
Performance Learning Systems 3rd Learning Course Fee	310	300
Principal's Training Center Course Fee	300	300
Undergraduate Study Abroad Programs		
Study Abroad Short-Term Application Fee	150	150
Study Abroad Application Fee	450	450
Short-term program deposit fee	500	500
Study Abroad Late Application Fee	50	50
TCNJ- UPCES Prague Deposit Fee-Semester (EOF students only)	500	500
TCNJ- UCSC Milan Part Time Internship Placement Fee	609.13	609.13
TCNJ- UCSC Milan Full Time Internship Placement Fee & Credits	1827.38	1827.38
TCNJ- UCSC Milan Language Assistant Programme	274.11	274.11
TCNJ- Chile & Cape Town Program Change Fee	500	500
TCNJ- Instituto Franklin Extra 5th Course	548.02	548.02
TCNJ- Instituto Franklin Hospital Internship	207.03	207.03
Study Abroad Health Insurance (GeoBlue- Weekly Rate)	15.35	14.30

**The College of New Jersey
Student Revenues
Fiscal Year 2023**

	FY2023	FY 2022
Short-Program, Virtual Program and Fees		
TCNJ FIE- London Virtual Summer Program	1,295	1,245
TCNJ FIE- London Virtual Semester Program	1,295	1,195
TNCJ Oman- Short Program	7,890	7,890
TCNJ Oman- Virtual Program	1,390	1,390
TCNJ Washington Center- Summer	7,242	7,242
Global Virtual Program Application Fee	150	150
Transcribing Fee non-TCNJ students (Semester long Program) at a Study Center	500	500
Transcribing Fee non-TCNJ students (Short Term Program) at a Study Center	250	250
Transcribing fee for non-TCNJ students (Short Term Program) at international affiliates	500	500
Transcribing fee for non-TCNJ students (Semester Long Program) at international affiliates	1000	1000
Faculty Led Program Fees		
Faculty-Led Program Tier A: Up to \$5,500	5,500	0
Faculty-Led Program Tier B: Up to \$4,500	4,500	0
Faculty-Led Program Tier C: Up to \$3,500	3,500	0
Faculty-Led Program Tier D: Up to \$3,000	3,000	0
Faculty-Led Program Tier E: Up to \$2,500	2,500	0
Insurance Fees		
Undergraduate Health Insurance- Annual 8/1/22-7/31/23 (Aetna Student Health)	2,450	2,274
Graduate Health Insurance- Annual 8/1/22-7/31/23 (Aetna Student Health)	2,450	2,274
Undergraduate Health Insurance- Spring/Summer 1/15/23-7/31/23 (Aetna Student Health)	1,329	1,234
Graduate Health Insurance- Spring/Summer 1/15/23-7/31/23 (Aetna Student Health)	1,329	1,234
J-1 International Exchange Health Insurance (Aetna):		
Fall Undergraduate (8/21/22 - 12/31/22)	899	829
Spring/Summer Undergraduate (1/1/23 -5/31/23)	1014	941
Daily pro-rated Rate for Visiting Scholars/Limited Duration Programs	6.71	6.23
Note: For AY22-23 Undergraduate and Graduate Rates are being blended		
(1) Admissions application fee may be waived for students from new, targeted, out of state districts for one year to support institutional recruitment strategies.		

THE COLLEGE OF NEW JERSEY

SUMMER 2023 TUITION AND FEES

Undergraduate In-State

Units	TCNJ Students	Visiting Students
0.25	\$ 501.52	\$ 586.52
0.50	\$ 1,003.04	\$ 1,088.04
0.75	\$ 1,504.56	\$ 1,589.56
1.00	\$ 2,006.08	\$ 2,091.08
1.25	\$ 2,507.60	\$ 2,592.60
1.50	\$ 3,009.12	\$ 3,094.12
1.75	\$ 3,510.64	\$ 3,595.64
2.00	\$ 4,012.16	\$ 4,097.16
2.25	\$ 4,513.68	\$ 4,598.68
2.50	\$ 5,015.20	\$ 5,100.20
2.75	\$ 5,516.72	\$ 5,601.72
3.00	\$ 6,018.24	\$ 6,103.24

Above based on the following per quarter unit costs:

Tuition \$501.52

Visiting student's total includes a \$75.00 Visiting Fee
plus \$10.00 Card Service Fee

Undergraduate Out-of-State

Units	TCNJ Students	Visiting Students
0.25	\$ 501.52	\$ 586.52
0.50	\$ 1,003.04	\$ 1,088.04
0.75	\$ 1,504.56	\$ 1,589.56
1.00	\$ 2,006.08	\$ 2,091.08
1.25	\$ 2,507.60	\$ 2,592.60
1.50	\$ 3,009.12	\$ 3,094.12
1.75	\$ 3,510.64	\$ 3,595.64
2.00	\$ 4,012.16	\$ 4,097.16
2.25	\$ 4,513.68	\$ 4,598.68
2.50	\$ 5,015.20	\$ 5,100.20
2.75	\$ 5,516.72	\$ 5,601.72
3.00	\$ 6,018.24	\$ 6,103.24

Above based on the following per quarter unit costs:

Tuition \$501.52

Visiting student's total includes a \$75.00 Visiting Fee plus
\$10.00 Card Service fee

Graduate In-State

Credit Hours	TCNJ Students	Visiting Students
0.5	\$ 431.82	\$ 516.82
1	\$ 863.63	\$ 948.63
2	\$ 1,727.27	\$ 1,812.27
3	\$ 2,590.90	\$ 2,675.90
4	\$ 3,454.53	\$ 3,539.53
5	\$ 4,318.17	\$ 4,403.17
6	\$ 5,181.80	\$ 5,266.80
7	\$ 6,045.43	\$ 6,130.43
8	\$ 6,909.07	\$ 6,994.07
9	\$ 7,772.70	\$ 7,857.70
10	\$ 8,636.33	\$ 8,721.33
11	\$ 9,499.96	\$ 9,584.96
12	\$ 10,363.60	\$ 10,448.60

Above based on the following per credit costs:

Tuition \$863.63

Visiting student's total includes a \$75.00 Visiting Fee
plus \$10.00 Card Service Fee

Graduate Out-of-State

Credit Hours	TCNJ Students	Visiting Students
0.5	\$ 431.82	\$ 516.82
1	\$ 863.63	\$ 948.63
2	\$ 1,727.27	\$ 1,812.27
3	\$ 2,590.90	\$ 2,675.90
4	\$ 3,454.53	\$ 3,539.53
5	\$ 4,318.17	\$ 4,403.17
6	\$ 5,181.80	\$ 5,266.80
7	\$ 6,045.43	\$ 6,130.43
8	\$ 6,909.07	\$ 6,994.07
9	\$ 7,772.70	\$ 7,857.70
10	\$ 8,636.33	\$ 8,721.33
11	\$ 9,499.96	\$ 9,584.96
12	\$ 10,363.60	\$ 10,448.60

Above based on the following per credit costs:

Tuition \$863.63

Visiting student's total includes a \$75.00 Visiting Fee plus
\$10.00 Card Service Fee

WINTER "J-TERM"
TUITION AND FEE RATES
FISCAL YEAR 2023

Course Cost - Undergraduate – 1 Unit

Description	Amount
Tuition (In-State and Out-of-State)	\$2,006.08
Total	\$2,006.08

Course Cost - Undergraduate – .75 Units

Description	Amount
Tuition (In-State and Out-of-State)	\$1,504.56
Total	\$1,504.56

Course Cost – Undergraduate - .5 Units

Description	Amount
Tuition (In-State and Out-of-State)	\$1,003.04
Total	\$1,003.04

Course Cost - Graduate – 3 Credits

Description	Amount
Tuition (GIS and GOS)	\$2,590.90
Total	\$2,590.90

NOTE:

1. Students will be charged an In-State tuition and fee rate regardless of residency status
2. Visiting students will not be charged a visiting student's fee

\\Board Meetings\2017 Board Meetings\July 2017\Fee Schedules\Tuition and Fee Rates - Winter 2018.docx

**Resolution Approving The College of New Jersey
Fines, Penalties and Other Charges
for Faculty, Staff, Students, and Visitors**

- Whereas:** Title 18A of the New Jersey statutes vests the government, control, conduct, management and administration of the College in the Board of Trustees of the College; and
- Whereas:** Title 18A of the New Jersey statutes provides that the Board of Trustees has general supervision over and is vested with the conduct of the College, including the power and duty to manage and maintain the College's properties and with the power and duty to regulate parking on the College's property; and
- Whereas:** In order to ensure that the College provides efficient and effective services to members of the campus community and our visitors, other charges and fines are necessary and appropriate; and
- Whereas:** Campus parking penalties and other Fines and Charges, which are applicable to faculty, staff, students and visitors, have been reviewed for Academic Year 2022-2023.
- Therefore
Be It
Resolved:** That the Board of Trustees approves the imposition of parking penalties, charges for requested services and fines on faculty, staff, student, and visitors for specified services and violations of the College's parking and other regulations; and
- Be It Further
Resolved:** Violations of the College's parking or other regulations shall be issued by the College's Campus Police or other appropriate department and fines shall be collected by College employees designated by the College's administration; and
- Be It Further
Resolved:** Charges related to requested services shall be issued by the appropriate department and shall be collected by College employees designated by the College's administration; and
- Be It Further
Resolved:** That the Board of Trustees approves the following fines and charges for Academic Year 2022-2023:

June 28, 2022

**Charges, Fines and Parking Penalties
Academic Year 2022-2023
Campus Parking Penalties**

Parking Violation	Fine/Penalty
Improper parking	\$25.00
Parking in an unpaved area	\$25.00
Parking in a "Caution Area"	\$25.00
Improperly mounted decal	\$25.00
Parking in a No Parking zone	\$25.00
Exceeding 15 Minute Time Limit	\$25.00
Altered decal/pass	\$50.00
Obstructing traffic	\$50.00
Obstructing dumpster	\$50.00
Illegal entry into lots	\$50.00
Parking in a loading area	\$50.00
Parking on a walkway/sidewalk	\$50.00
Parking in the roadway	\$50.00
Parking in a Faculty/Staff lot without proper decal or permit displayed	\$50.00
Parking in a Visitor/Vendor spot without proper decal or permit displayed	\$50.00
Parking in a Service Vehicle spot without proper decal or permit displayed	\$50.00
Not parked in Assigned Lot as per decal displayed	\$50.00
Parking in a fire zone	\$100.00 + Tow
Parked in a handicapped space	\$250.00 + Tow
Fraudulent use of decal or reproduction of decal	Cost of the highest decal + Boot + Revocation of parking privileges for the balance of the semester, as well as for the following academic semester
Parking in a designated winter restriction lot during the designated winter restriction period (as per campus email)	<i>1st Offense:</i> \$50.00 <i>2nd Offense:</i> \$50.00 + Boot <i>3rd Offense:</i> \$50.00 + Boot + Revocation of parking privileges for the balance of the semester, as well as for the following academic semester
Vehicle operators who have three or more outstanding unpaid parking violations (not including tickets issued, for a period of 24 hours)	Boot + Cost of all tickets

Vehicle operators who receive six violations or more in one academic semester will lose parking privileges on campus for the balance of the semester, as well as for the following academic semester.	On receipt of the <i>sixth</i> violation: Boot + Cost of all tickets + Revocation of parking privileges for the balance of the semester, as well as for the following academic semester. If vehicle operator is a student, his/her name will be submitted to Student Affairs for student conduct.
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Additional Fees:

Boot Removal Fee	\$50.00 + Cost of all tickets
Towing/Storage Fee	Established by towing company
Municipal Summons Fines/Penalties	Established by Ewing Township

Citations Appeals Board continues to have the authority to reduce a fine (rather than uphold or dismiss) based on the appeal provided to this group.

Service Charges

Diploma Replacement Charge	\$20.00
Credential Services Charge	\$3.00
Res. Net Software Services including: Operating System, New Application, and Virus Software Installation, Virus and Spyware Removal and General Trouble Shooting Res. Net Hardware Services including: PCI Card, Memory and Hard Drive Installation	\$15.00
Res. Net Data Migration Services Res. Net Data Recovery	\$30.00
Credit by Exam Fee – One Course Unit	\$66.84
Print Sense	5¢ per page for printing

Other Fines/Charges

Late Registration Fine	UG \$150.00 Grad \$125.00
Late Bill Payment Monthly Fine for Balances over \$,1000	Fine equal to the greater of \$25 or a flat amount calculated by multiplying 1.5% by the outstanding balance

Bad Check Fine/Insufficient funds	\$25
Return ACH PMT (A/C not found)	\$10
Lost ID Card Fine	\$10
Late Graduation Filing Fine	\$35
Emergency HELP Loan Per Month Late Fine	\$50
Pre-Entrance Health Requirement Late Fine	\$50

Library Fines/Charges

Overdue Fines	\$0.50/day
Overdue Reserves Fines	\$1.00/hour
Lost Book Charges	current cost of item or \$50.00
Membership Charge – individual	\$25.00/year
Membership Charge - institution	\$75.00/year

Housing Cancellation Fee – Fall 2022 Rate Schedule

Contract cancellations before room is assigned/selected	\$0
Contract cancellations after room selection-6/30/22	\$250
Contract cancellations 7/01/22-7/31/22	\$500
Contract cancellations 8/01/22-9/07/22	\$750
Contract cancellations 9/08/22-9/20/22 and after	25% housing charge
Contract cancellations 9/21/22-10/4/22	50% housing charge
Contract cancellations 10/5/22 and after	100% housing charge

Housing Cancellation Fee – Spring 2022 Rate Schedule

By 10/31/22	\$250
Contract cancellations 11/01/22-12/20/22	\$500
Contract cancellations 12/21/22-1/31/23	\$750
Contract cancellations 2/01/23-2/16/23	25% housing charge
Contract cancellations 2/17/23-2/27/23	50% housing charge
Contract cancellations 2/28/23 and after	100% housing charge

**Resolution Approving Waivers
Of Advertising
For College Business Purposes
(Audit, Risk Management and Compliance Committee)**

Whereas: State College Contracts Law permits waivers of advertising for specified purchases in excess of \$100,000, 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 Audit, Risk Management and Compliance 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:

VENDOR	PURPOSE	FUNDING SOURCE
Aetna \$1,396,500	Student Health Insurance	Student Charges
CBIZ Borden Perlman \$173,650	Athletic Accident Insurance	College Operating
FM Global \$4,204,450	All Risk Property Insurance Purchases for New Jersey Association of State Colleges and Universities Member Institutions	College Operating and Reimbursement From Other Consortium Members
Baker Tilly \$180,000	Internal Audit Services for FY23	College Operating

**Resolution Adopting an
Institutional Emergency Operations Plan for
The College of New Jersey**

- Whereas:** Effective June 29, 2012, N.J.S.A. 18A:3B-69 (the "Act"), required that the governing board of each New Jersey institution of higher education ("IHE") "develop and coordinate an emergency operations plan to ensure the continuity of essential institution functions under all circumstances"; and
- Whereas:** In accordance with a Background Paper dated April 20, 2012, the New Jersey Presidents' Council ("NJPC"), which represents public and private IHEs in the state, agreed with the State Oversight Agencies on a protocol for each IHE to comply with its plan reporting obligations under the Act by submitting through a secure network portal a certification by the president of that IHE that its governing board has adopted an institutional Emergency Operations Plan ("EOP") and that the EOP is guided by the Act; and
- Whereas:** The College of New Jersey (the "College") Board of Trustees (the "Board") by resolution dated July 10, 2012, adopted an emergency operations plan and, as authorized by that resolution, the President and her designees submitted that plan for review to the Secretary of Higher Education, the State Office of Emergency Management, the Department of Health and Senior Services, and the Office of Homeland Security and Preparedness (collectively, the "State Oversight Agencies") on or before July 17, 2012, in accordance with the Act; and
- Whereas:** The Act requires that each IHE review, update and resubmit the EOP every five years, unless an emergency incident occurs, in which case the EOP shall be reviewed immediately; and
- Whereas:** The Board approved a revised EOP by resolution at its meeting on February 20, 2018; and
- Whereas:** The College has empaneled, under the direction of the Vice President for Operations, a College Emergency Response Plan ("CERT") to conduct ongoing reviews of the College's EOP and to update it as needed; and
- Whereas:** The CERT has drafted the College's June 2022 version of the EOP, which was approved by the Vice President for Operations and the President for consideration by the Audit, Risk Management and Compliance Committee; and
- Whereas:** After receiving a presentation on the College's June 2022 version of the EOP, the Audit, Risk Management and Compliance Committee of the

June 28, 2022

Board has recommended that the Board ratify and adopt the College's June 2022 version of the EOP as the College's Emergency Operations Plan.

**Now
Therefore,
Be It
Resolved:**

The Board of Trustees of The College of New Jersey hereby ratifies and adopts the College's June 2022 version of the EOP as the College's Emergency Operations Plan and authorizes the President to submit the EOP certification as required; and

**And Be It
Further
Resolved:**

That the Board of Trustees authorizes the President and her designees to continue to periodically review and modify the Emergency Operations Plan as appropriate in light of best practices and changing circumstances, provided that the President or her designee shall report to the Audit, Risk Management and Compliance Committee not less than annually about any such modifications.

Posthumous Honorary Degree

Robert A. Altman

Doctor of Humane Letters
Conferred: June 28, 2022

June 28, 2022