

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

Friday, September 28, 2018

The meeting was called to order at 9:05 a.m. in the College Hall Board Room.

BOARD MEMBERS PRESENT: Ms. Cortez (via conference phone), Mr. Galandak, Mr. Gruel, Mr. Guarasci, Mr. Lenahan, Mr. Neilley, Ms. Niro (via conference phone), Mr. Pesce, Mr. Seeve, Mr. Velli, Dr. Zastocki (via conference phone), and President Helldobler

ABSENT: Mr. Massefski

OTHERS PRESENT:

Acting Provost and Senior Vice President DeYoung, Senior Vice President Bolyai, Vice President Boucher-Jarvis, Vice President Cammarata, Vice President Ferguson, Vice President Goldstein, Vice President Ross, Associate Vice President DeDeo, Chief of Staff Seal, General Counsel Jones, Ms. Murad, administrators, faculty, and others.

ANNOUNCEMENT CONCERNING ADEQUATE NOTICE OF MEETING:

In accordance with the "Open Public Meetings Act," the Chairperson publicly announced and had entered into the minutes that "adequate notice" of this meeting was provided. In compliance with the Statute, this notice was posted on the University's web page and distributed to The Herald News, The Record, and The Star Ledger more than 48 hours prior to this meeting.

It was moved to adopt the following resolution:

9-18-1 - RESOLUTION, TO MOVE INTO EXECUTIVE SESSION (Appendix 1)

The resolution was unanimously adopted.

At approximately 10:45 a.m. the Public Session resumed.

It was moved to adopt the following resolution:

*Adopted by the Board of Trustees of The William Paterson University of New Jersey at its
September 28, 2018 meeting.*

9-18-2 - RESOLUTION, ELECTION OF BOARD OFFICERS (Appendix 2)

The resolution was unanimously adopted.

APPROVAL OF MINUTES September 28, 2018 BOARD OF TRUSTEES MEETING:

The minutes of the September 28, 2018 were approved as distributed.

CHAIR'S REPORT:

Mr. Seeve welcomed Richard Helldobler to his first Board Meeting as president of the University. The Board has been working closely with Dr. Helldobler since his appointment as president back in March, and particularly since July 1, to ensure a smooth transition and to keep the University moving forward. Dr. Helldobler's investiture will be held on Friday, October 5. Former president Arnold Speert will be attending, but unfortunately Kathy Waldron is traveling in Europe and will not be here in person. The academic procession and ceremony will be streamed live via the University website.

The Division of Institutional Advancement is hosting the annual Golf Outing at Preakness Country Club on October 4, the proceeds of which go toward scholarship support. The Board wishes our golfers good luck and good weather and thanks everyone who supports this important fundraising event.

Immediately following the Board Meeting is the official ribbon-cutting at Hunziker Hall. Several elected officials will participate in a brief program, followed by the ceremonial ribbon cutting, and tours of the renovated building. This project concludes the renovations to Hunziker Hall and Preakness Hall, funded in part by the Building Our Future General Obligation Bond.

PRESIDENT'S REPORT:

The President reported on fall enrollment numbers and the record for largest incoming freshman class. He provided an update on the listening tour being conducted with all campus groups and how he has asked the Vice President for Student Development to lead a university wide dialog on the creation of a multicultural center. Details were provided on the ribbon cutting for the rededication of Hunziker Hall and the President encouraged everyone to attend his investiture on October 5, 2018. He announced that there were 21 new faculty members this fall semester and provided updates on faculty accomplishments over the summer. The President welcomed back Sandy DeYoung as Interim Provost and Dr. Amy Ginsberg as the new Dean of the College of Education. He provided updates on student, alumni news and sports. He also noted that the University's

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radio station, WPSC Brave New Radio won the 2018 Marconi Award for non-commercial station of the year.

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

GOVERNMENT AND COMMUNITY AFFAIRS REPORT:

AVP Patrick DeDeo reported on bills which would alter the purchasing and construction requirements of the State colleges and universities. These bills would align the requirements governing institutions of higher education with the contracting standards of governing public research universities in the State.

PERSONNEL AND COMPENSATION COMMITTEE REPORT:

Mr. Neilley reported that the Personnel and Compensation Committee met on September 13, 2018, and received an update from General Counsel Jones on pending litigation. The Committee also discussed resolutions regarding various personnel matters.

The following resolutions were recommended for approval by the Board:

It was moved by Mr. Neilley and seconded by Mr. Guarasci to adopt the following resolution:

6-18-3 RESOLUTION, VARIOUS PERSONNEL MATTERS (CONSENT AGENDA)
(Appendix 3)

The resolution was unanimously adopted.

FINANCE, AUDIT AND INSTITUTIONAL DEVELOPMENT COMMITTEE REPORT:

Student Trustee Dylan Johnson reported the Finance, Audit and Institutional Development Committee met on September 13, 2018. The Committee met privately with internal auditor, Alice Blount-Fenny, prior to the committee meeting. VP Ferguson presented Institutional Advancement's FY18 progress as of April 30, 2018 and reported on the net proceeds from the Legacy Gala. VP Ross provided an update on enrollment projections for Fall 2018 and discussed the new approach implemented by the Office of Admissions. SVP Bolyai and AVP DeDeo reported on the progress of proposed changes to the New Jersey State College Contract Law. VP Goldstein reported on the University's marketing campaign, including the six-year partnership with Fuseideas. Director of Public Safety and Chief of Police Charles Lowe discussed the University's emergency preparedness efforts including the adoption of Rave Guardian, a computer platform for emergency notifications.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 28, 2018 meeting.

The following resolutions were recommended for approval by the Board:

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

6-18-4 RESOLUTION, Annual Capital Budget Resolution (Appendix 4)

The resolution was unanimously adopted.

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

6-18-5 RESOLUTION, TUITION AND FEES FOR HIGH SCHOOL STUDENTS
(Appendix 5)

The resolution was unanimously adopted.

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

6-18-6 RESOLUTION, BID WAIVERS (CONSENT AGENDA) (Appendix 6)

The resolution was unanimously adopted.

EDUCATIONAL POLICY AND STUDENT DEVELOPMENT COMMITTEE REPORT:

Mr. Pesce reported that the Educational Policy and Student Development Committee met on September 13, 2018. The committee heard a presentation from a student in the Holmes Scholars program. Vice President Cammarata reported on student participation and resource allocation for athletics, recreational services and club sports for 2016-2018.

OTHER BUSINESS:

The following individual addressed concerns to the Board:

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 28, 2018 meeting.

There being no further business, a motion was made to adjourn the meeting. It was moved and seconded and the meeting adjourned at 11:51 a.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Robert Guarasci". The signature is written in a cursive style with a prominent initial "R".

Robert Guarasci, Secretary
William Paterson University
Board of Trustees

RG/jm

*Adopted by the Board of Trustees of The William Paterson University of New Jersey at its
September 28, 2018 meeting.*

APPENDIX 1
MINUTES OF BOARD OF TRUSTEES
SEPTEMBER 28, 2018 MEETING

9-18-1 RESOLUTION, TO MOVE INTO EXECUTIVE SESSION

WHEREAS: The New Jersey Open Public Meetings Act, N.J.S.A.10:4-6 et seq., permits the public's exclusion from certain portions of the Board meeting; now therefore be it

RESOLVED: That The William Paterson University Board of Trustees move into closed session to discuss matters pertaining to personnel issues including various appointments and resignations, attorney-client privileged communication, a review of active litigation matters, and real estate matters, and be it therefore

RESOLVED: That any actions taken in closed session will be made public as required by law.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 28, 2018 meeting.

APPENDIX 2
MINUTES OF BOARD OF TRUSTEES
SEPTEMBER 28, 2018 MEETING

9-18-2 RESOLUTION, ELECTION OF BOARD OFFICERS

WHEREAS: N.J.S.A. 18A:64-4 requires that the Board of Trustees "...meet and organize annually..." therefore, be it

RESOLVED: The William Paterson University Board of Trustees affirms the election of the following officers for 2018-2020 effective September 28, 2018:

Chair: Michael Seeve
Vice-Chair: John Galandak
Secretary: Robert Guarasci

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 28, 2018 meeting.

APPENDIX 3
MINUTES OF BOARD OF TRUSTEES
SEPTEMBER 28, 2018 MEETING

**9-18-3 RESOLUTION, VARIOUS PERSONNEL MATTERS
(CONSENT AGENDA)**

RESOLVED: That the Board of Trustees approves the various personnel matters as recommended by the President including appointments, temporary appointments, leaves of absence, resignations, retirements, separations, part-time appointments, part-time resignations, promotion/reclassifications, and fall 2018 Master Tutor assignments and directs that the actions be listed in the minutes of this meeting.

*Adopted by the Board of Trustees of The William Paterson University of New Jersey at its
September 28, 2018 meeting.*

APPENDIX 4
MINUTES OF BOARD OF TRUSTEES
SEPTEMBER 28, 2018 MEETING

**9-18-4 RESOLUTION, FISCAL YEAR 2020 CAPITAL BUDGET
REQUEST**

RESOLVED: That the Board of Trustees of William Paterson University approves transmittal of the Fiscal Year 2020 seven-year Capital Budget Request to the Department of Treasury. The 2020 General Funds request is for \$25,550,000.

Acknowledges preparation and authorizes submission of a request for Capital Funding consistent with requirements of the State budget process. These listed projects are all included in the University's Three-Year Capital Project list and/or the Long-Term Campus Facilities Master Plans. This report is an annual requirement of the State yet we have not received any capital funds through the annual capital appropriation process since Fiscal Year 2000.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 28, 2018 meeting.

APPENDIX 5
MINUTES OF BOARD OF TRUSTEES
SEPTEMBER 28, 2018 MEETING

**9-18-5 TUITION AND FEES FOR HIGH SCHOOL STUDENTS 2018-2019
(Revises 6-18-5)**

RESOLVED: That the Board of Trustees of William Paterson University of New Jersey approves the following per-credit tuition and fee charge for New Jersey high school students taking college-level courses offered by the University either on the campus or at their high school effective Fall 2018:

At WPUNJ:	\$276.00
At student's high school:	\$100.00

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 28, 2018 meeting.

APPENDIX 6
MINUTES OF BOARD OF TRUSTEES
SEPTEMBER 28, 2018 MEETING

9-18-6 RESOLUTION, BID WAIVERS (Consent Agenda)

WHEREAS: The State College Contracts Law, N.J.S.A. 18A:64-52 et seq., requires that contracts be made and awarded by the state college/university only after public advertising for bids and bidding; therefore for contracts in excess of \$33,300, and

WHEREAS: The State College Contracts Law, N.J.S.A. 18A:64-56, permits in certain specified instances that contracts may be made, negotiated, or awarded by the state college/university by resolution of its Board of Trustees without public advertising for bids and bidding, and

WHEREAS: The Law requires that such waivers shall be approved by the Board of Trustees, and

WHEREAS: At its meeting of September 13, 2018, the Finance, Audit and Institutional Development Committee of the Board of Trustees reviewed proposed waivers as detailed in the list below, and

WHEREAS: The Finance, Audit and Institutional Development Committee reviewed the rationale and projected expenditure amount for each waiver, documentation citing each waiver's basis in the New Jersey State College Contracts Law, explanatory memos from the appropriate University staff members providing specific details about each waiver and discussed responses to questions posed by trustees to staff about specific waivers, and

WHEREAS: The Vice President for Administration and Finance has certified that there are sufficient budgeted funds available to pay the expenses authorized, and that the process employed in recommending these actions complies with all applicable statutes and regulations, and

WHEREAS: The Finance, Audit and Institutional Development Committee recommends that the Board of Trustees approve the following

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 28, 2018 meeting.

waivers, further specific details of which are enumerated in the attached documents, therefore, be it

RESOLVED: That the Board of Trustees of William Paterson University of New Jersey approves the waivers described in the attached documents.

Vendor	Amt. Not to Exceed
Biotage	\$ 39,200 FY2019
Qualtrics, LLC	\$ 36,500 FY2019
Tutor.Com	\$ 175,000*
Rave Wireless, Inc.	\$ 191,390**

*Not to exceed the amount for the five-year period of fiscal years 2019 through 2021.

**Not to exceed the amount for the five-year period of fiscal years 2019 through 2023.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 28, 2018 meeting.

APPENDIX 6
MINUTES OF BOARD OF TRUSTEES
SEPTEMBER 28, 2018 MEETING

BID WAIVER, BIOTAGE

- WHEREAS: The State College Contracts Law, N.J.S.A. 18A:64-52 et seq., requires that contracts be made and awarded by the state college/university only after public advertising for bids and bidding for contracts in excess of \$33,300; and
- WHEREAS: The State College Contracts Law, N.J.S.A. 18A:64-56, permits in certain specified instances that contracts may be made, negotiated, or awarded by the state college/university by resolution of its Board of Trustees without public advertising for bids and bidding; and
- WHEREAS: The University has determined that it needs to purchase scientific equipment; and
- WHEREAS: The purchase of this service is exempted from public bidding pursuant to N.J.S.A. 18A:64-56 a.(3); and
- WHEREAS: The Senior Vice President for Administration and Finance has certified that there are sufficient budgeted funds available to pay the expense authorized, and that the process employed in recommending this action complies with all applicable statutes and regulations; and
- WHEREAS: The Finance, Audit and Institutional Development Committee recommends that the Board of Trustees approves this expenditure herein; therefore, be it
- RESOLVED: By the Board of Trustees that the University President or his designee be authorized to enter into an agreement with Biotage, of Charlotte, North Carolina, in an amount not to exceed \$39,200.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 28, 2018 meeting.

APPENDIX 6
MINUTES OF BOARD OF TRUSTEES
SEPTEMBER 28, 2018 MEETING

BID WAIVER, QUALTRICS, LLC

- WHEREAS: The State College Contracts Law, N.J.S.A. 18A:64-52 et seq., requires that contracts be made and awarded by the state college/university only after public advertising for bids and bidding for contracts in excess of \$33,300; and
- WHEREAS: The State College Contracts Law, N.J.S.A. 18A:64-56, permits in certain specified instances that contracts may be made, negotiated, or awarded by the state college/university by resolution of its Board of Trustees without public advertising for bids and bidding; and
- WHEREAS: The University has determined that it needs to extend the software license and purchase additional implementation services; and
- WHEREAS: The purchase of this service is exempted from public bidding pursuant to N.J.S.A. 18A:64-56 a.(19); and
- WHEREAS: The Senior Vice President for Administration and Finance has certified that there are sufficient budgeted funds available to pay the expense authorized, and that the process employed in recommending this action complies with all applicable statutes and regulations; and
- WHEREAS: The Finance, Audit and Institutional Development Committee recommends that the Board of Trustees approves this expenditure herein; therefore, be it
- RESOLVED: By the Board of Trustees that the University President or his designee be authorized to enter into an agreement with Qualtrics, LLC, of Provo, Utah, in an amount not to exceed \$36,500 for Fiscal Year 2019.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 28, 2018 meeting.

APPENDIX 6
MINUTES OF BOARD OF TRUSTEES
SEPTEMBER 28, 2018 MEETING

BID WAIVER, TUTOR.COM

- WHEREAS: The State College Contracts Law, N.J.S.A. 18A:64-52 et seq., requires that contracts be made and awarded by the state college/university only after public advertising for bids and bidding for contracts in excess of \$33,300; and
- WHEREAS: The State College Contracts Law, N.J.S.A. 18A:64-56, permits in certain specified instances that contracts may be made, negotiated, or awarded by the state college/university by resolution of its Board of Trustees without public advertising for bids and bidding; and
- WHEREAS: The University has determined that it needs to continue to provide on-line tutoring services to our students; and
- WHEREAS: The purchase of this service is exempted from public bidding pursuant to N.J.S.A. 18A:64-56 a.(19); and
- WHEREAS: The Senior Vice President for Administration and Finance has certified that there are sufficient budgeted funds available to pay the expense authorized, and that the process employed in recommending this action complies with all applicable statutes and regulations; and
- WHEREAS: The Finance, Audit and Institutional Development Committee recommends that the Board of Trustees approves this expenditure herein; therefore, be it
- RESOLVED: By the Board of Trustees that the University President or his designee be authorized to enter into an agreement with Tutor.com, of New York, New York, in an amount not to exceed \$175,000 for the three-year period Fiscal Year 2019 through Fiscal Year 2021.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 28, 2018 meeting.

APPENDIX 6
MINUTES OF BOARD OF TRUSTEES
SEPTEMBER 28, 2018 MEETING

BID WAIVER, RAVE WIRELESS, INC.

- WHEREAS: The State College Contracts Law, N.J.S.A. 18A:64-52 et seq., requires that contracts be made and awarded by the state college/university only after public advertising for bids and bidding for contracts in excess of \$33,300; and
- WHEREAS: The State College Contracts Law, N.J.S.A. 18A:64-56, permits in certain specified instances that contracts may be made, negotiated, or awarded by the state college/university by resolution of its Board of Trustees without public advertising for bids and bidding; and
- WHEREAS: The University has determined that it needs to replace its existing campus telecommunications notification and alert system in order to expand the number of services we wish to provide to the campus community; and
- WHEREAS: The purchase of this service is exempted from public bidding pursuant to N.J.S.A. 18A:64-56 a.(19); and
- WHEREAS: The Senior Vice President for Administration and Finance has certified that there are sufficient budgeted funds available to pay the expense authorized, and that the process employed in recommending this action complies with all applicable statutes and regulations; and
- WHEREAS: The Finance, Audit and Institutional Development Committee recommends that the Board of Trustees approve this expenditure herein; therefore, be it
- RESOLVED: By the Board of Trustees that the University President or his designee be authorized to enter into an agreement with Rave Wireless, Inc., of Framingham, Massachusetts, in an amount not to exceed \$191,390 for the five-year period Fiscal Year 2019 through Fiscal Year 2023.

Adopted by the Board of Trustees of The William Paterson University of New Jersey at its September 28, 2018 meeting.