

**New Jersey City University
Board of Trustees
June 27, 2022**

Public Session

ATTENDING:

Mr. Joseph Scott, Chair
Mr. Luke Visconti, Vice Chair
Dr. Steven Chang (Zoom)
Mr. Edward Fowlkes (Zoom)
Mr. Thyquel Halley, *student trustee voting*
Mr. James Jacobson
Mr. Carlos Lejnieks
Rafael Perez (Zoom)

1. Sheila Harris-Adams, Director of Small Business Development Center
Professional Education Lifelong Learning
Effective: 5/9/2022
2. Jimmy Lau, Director of Enrollment Management
Enrollment Management
Effective: 4/25/2022

Professional Staff Regular Appointments

- 1.

CREATING, MERGING, OR DISSOLVING ACADEMIC DEPARTMENTS

Definition:

A Department is the basic unit of academic administration within the University with functions and responsibilities in the following areas:

1. Initiation and design of courses and programs in areas of professional responsibility;
2. Recommendation of staffing of faculty (full-time and adjunct) and scheduling of courses to the appropriate administrator;
3. Monitoring the quality and instruction of courses and programs in areas of assigned disciplinary or professional

NEW APPROVAL PROCEDURES FOR ACADEMIC DEGREE PROGRAMS

- Dark Blue (Thick, Solid line): Moving Forward
- Red (Thin, Dashed line): Returned for Comments and Modifications

- Modified version will be returned to the corresponding level

New Approval Procedures for Academic Degree Programs, Internal Review

CHECKLIST * electronic workflow is in progress

REVIEWER	Received DATE	Comments with Notification DATE	PROPOSER
Department Curriculum Committee		<ul style="list-style-type: none">• Accepted as is• Modificationsø Minor revision øMajor Revision DATE: •	R aT1008 r

Explanations:

- Minor revisions are returned to the chair of the corresponding committee for review
- Major revision are returned to the corresponding committee for review

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Instructions with Further Explanations

The attached flowchart and checklist were developed as part of the new approval procedures for academic degree program guidelines summarize the necessary steps and provide an expected timeline. The flowchart is color-coded: the dark blue (thick solid) lines represent a proposal moving forward, while the thin red (dashed lines) depict comments and modifications.

The checklist will ensure that proposer(s) and relevant committees keep track of submitted proposals. Proposer(s) and committee chairs are expected to acknowledge the received dates, while proposer(s) are asked to record resubmission dates. Modified proposals are expected to be returned to the levels at which requests for modifications are made.

Once proposals are reviewed, committees should provide any necessary feedback to the proposer(s). Proposals may be “accepted with minor revisions” and move forward to the next step. If a proposal is “accepted with minor revisions,” then the revised version of the proposal will be reexamined by the relevant committee chair. If a proposal is returned for “major revisions,” then it will be reexamined by the relevant committee.

All approving parties will be notified and receive a copy of the revised proposal if significant changes are made after approval at the given level.

**New Jersey City University
FY 2023 Tuition and Fees Recommendation**

FY22		FY23 Potential	
<u>In-state</u>	<u>Out-of-state</u>	3.00%	Increase
433.15	776.20		

G5	2,337.30	2,337.30	2,407.40	2,407.40
Housing⁽²⁾				
CO-OP - Double	4,530.45	4,530.45	4,666.35	4,666.35
Vodra - Double	4,530.45	4,530.45	4,666.35	4,666.35
Vodra - Single	5,332.60	5,332.60	5,492.60	5,492.60
West Campus Village - Double	5,332.60	5,332.60	5,492.60	5,492.60
West Campus Village - Single	5,912.15	5,912.15	6,089.50	6,089.50

Notes

(1) All numbers rounded to the nearest \$0.05

New Jersey City University FY 2023 Tuition and Fees
Recommended Program & Course Fee Increases

<u>Name of Course</u>		<u>Type of Course Fee</u>	FY22	FY2023 Recommended Increase
ART	111 3-D Design	Lab/Material Fee	50.00	125.00
ART	125 Ceramics and Civilization	Lab/Material Fee	45.00	60.00
ART	150 Empower Tools	Lab/Material Fee	45.00	50.00
ART	185 Computer Graphics	Lab/Material Fee	15.00	65.00
ART	207 Painting Fundamentals	Lab/Material Fee	15.00	65.00
ART	212 Metalsmithing I	Lab/Material Fee	50.00	150.00
ART	216 Sculpture I	Lab/Material Fee	65.00	225.00
ART	218 Jewelry I	Lab/Material Fee	50.00	125.00
ART	219 Life Drawing	Lab/Material Fee	25.00	100.00
ART	222 Ceramics II	Lab/Material Fee	100.00	125.00
ART	230 Photography I	Lab/Material Fee	75.00	160.00
ART	235 Illustratj ET ustrar@hhhhhhhhhhhhhh			

~~2023-2024 Budget Request (2023-2024) (a-432.84 0.72 13.44)~~

ART	358	Advanced Digital Imaging	Lab/Material Fee	75.00	110.00
ART	402	Sculpture III	Lab/Material Fee	75.00	225.00
ART	404	Figure Painting	Lab/Material Fee	25.00	100.00
ART	406	Advances Ceramics	Lab/Material Fee	100.00	125.00
ART	409	Enameling for Jewelers	Lab/Material Fee	50.00	125.00
ART	410	Advanced Jewelry	Lab/Material Fee	50.00	125.00
ART	412	Advanced Printmaking	Lab/Material Fee	65.00	100.00

ART	422	Packaging Design	Lab/Material Fee	15.00	65.00
ART	425	Digital Illustration II	Lab/Material Fee	15.00	65.00
ART	444	Photography as a Fine Art	Lab/Material Fee	25.00	65.00
ART	447	Corporate Publication Design	Lab/Material Fee	15.00	65.00
ART	448	Information Design	Lab/Material Fee	15.00	65.00
ART	520	Foundations and Goals in Art Education	Lab/Material Fee	15.00	75.00
ART	616	Advertising Design I	Lab/Material Fee	15.00	65.00
ART	617	Advanced Advertising Design	Lab/Material Fee	15.00	65.00
ART	626	Studio Sculpture	Lab/Material Fee	75.00	115.00
ART	627	Printmaking I	Lab/Material Fee	65.00	100.00
ART	628	Advanced a4 423.48 Tm317.17.4i(a-432.84 0.72 13.44			

BIOL 450	Biology Research	Lab/Material Fee	25.00	35.00
CHEM 225	Forensic Science Lab	Lab/Material Fee	35.00	50.00
CHEM 307	Bio Chem I	Lab/Material Fee	35.00	50.00
CHEM 308	Biochemistry II	Lab/Material Fee	35.00	50.00
CHEM 412	Inorganic Chemistry Lab	Lab/Material Fee	35.00	50.00
CHEM 430	Spectroscopic Identification of Organic Compounds	Lab/Material Fee	35.00	50.00
CHEM 2205	Analytical Chemistry Laboratory	Lab/Material Fee	35.00	50.00
CHEM 2208	Organic Chemistry II Lab	Lab/Material Fee	q 476.52 575.64 4.68	

Mr. Acebo put forward the request to approve the Resolution Authorizing the FY 2023 New Program and Course Fees in Support of a Doctoral Program in Community College Leadership and Graduate and Undergraduate Programs in Music, Art, Biology, and Chemistry. The motion was moved by Mr. Jacobson and seconded by Mr. Scott. (Yes-Mr. Scott, Mr. Chang, Mr. Fowlkes, Mr. Halley, Mr. Jacobson, Mr. Lejnieks, Mr. Perez, Dr. Trowell-Harris, Mr. Visconti, Dr. Whittaker; No-None; Abstention- None). The motion passed.

**NEW JERSEY CITY UNIVERSITY
RESOLUTION**

**AUTHORIZATION CONCERNING THE ESTABLISHMENT AND APPROVAL
OF FEES IN SUPPORT OF: A DOCTORAL PROGRAM IN COMMUNITY
COLLEGE LEADERSHIP AND GRADUATE AND UNDERGRADUATE
PROGRAMS IN MUSIC, ART, BIOLOGY, AND CHEMISTRY**

PROGRAMS IN MUSIC, ART, BIOLOGY, AND CHEMISTRY

New Jersey City University
 FY 2023 Tuition and Fees Public Hearing

New Program & Course Fees

DOCTORAL PROGRAMS	Description of Fee	Amount per Credit
Ed.D. in Community College Leadership Program	Program Fee	49.00
GRADUATE PROGRAMS	Description of Fee	Amount per Student
Performance-Multi-Style Strings, M.M.	Practice Room Fee	80.00
Performance-Classical Instrumental, M.M.	Practice Room Fee	80.00
Performance-Classical Vocal, M.M.	Practice Room Fee	80.00
Performance-Composition, M.M.	Practice Room Fee	80.00
Performance-Jazz, M.M.	Practice Room Fee	80.00
Performance-Multiple Woodwinds, M.M.	Practice Room Fee	80.00
UNDERGRADUATE PROGRAMS	Description of Fee	Amount per Student
Music, BA	Practice Room Fee	80.00
Music, Minor	Practice Room Fee	80.00
Music-Music Business, B.A.	Practice Room Fee	80.00

ART	271	Body Adornment	Lab/Material Fee	50.00
ART	280	Creative Cartoons and Comics	Lab/Material Fee	20.00
ART	300	Portrait Painting	Lab/Material Fee	50.00
ART	357	Digital Imaging in Photography	Lab/Material Fee	110.00
ART	451	Location Photography	Lab/Material Fee	75.00
ART	621	Painting Studio I	Lab/Material Fee	65.00
ART	667	Advanced Ceramics		

MDT	425	Applied Music VIII	Piano Accompaniment Fee	260.00
MDT	507	Graduate Computer Music	Electronic Music Lab Fee	50.00
MDT	512	Technology in Music Performance and Composition	Electronic Music Lab Fee	50.00
MDT	621	Graduate Applied Music Major I	Piano Accompaniment Fee	260.00
MDT	622	Graduate Applied Music Major II	Piano Accompaniment Fee	260.00
MDT	623	Graduate Applied Music Major III	Piano Accompaniment Fee	260.00
MDT	629	Graduate Applied Music Major IV	Piano Accompaniment Fee	260.00

Mr. Acebo put forward the request to approve the Resolution Authorizing the FY 2023 Bid Advertising Annual Waivers. The motion was moved by Mr. Jacobson and seconded by Mr. Scott. (Yes-Mr. Scott, Mr. Chang, Mr. Fowlkes, Mr. Halley, Mr. Jacobson, Mr. Lejnieks, Mr. Perez, Dr. Trowell-Harris, Mr. Visconti, Dr. Whittaker; No-None; Abstention- None). The motion passed.

**BOARD RESOLUTION
BID ADVERTISING ANNUAL WAIVERS FISCAL YEAR 2023**

- WHEREAS: Pursuant to the New Jersey State Contracts Law (NJS 18A: 64-52 et seq.) the University must advertise for bids on all contracts for goods and services which exceed \$100,000 except under circumstances specified in the statute where bids may be waived, and
- WHEREAS: As permitted by the statute, the University seeks authorization of the Board of Trustees to contract without bidding with vendors that the University expects to do business within Fiscal Year 2023 because there are no alternatives and/or the State allows for waivers, and
- WHEREAS: Whenever and wherever possible, the University intends to test the appropriateness of dealing with any given contract vendor by seeking alternate bids for the goods and services with other vendors, if available, and
- WHEREAS: The University is requesting a bid advertising waiver for the attached list of such vendors and estimated expenditure amounts for Fiscal Year 2023 which will help ensure the continued efficient operation of the University, be it therefore
- RESOLVED: That the Board of Trustees of New Jersey City University on this 27th day of June 2022 does hereby approve the attached list of bid advertising waivers for Fiscal Year 2023.

Mr. Acebo put forward the request to approve the Resolution Authorizing the FY 2023 Interim Operating Budget. The motion was moved by Mr. Visconti and seconded by Mr. Jacobson. (Yes-Mr. Scott, Mr. Chang, Mr. Fowlkes, Mr. Halley, Mr. Jacobson, Mr. Lejnieks, Mr. Perez, Dr. Trowell-Harris, Mr. Visconti, Dr. Whittaker; No-None; Abstention- None). The motion passed.

**BOARD RESOLUTION
FISCAL YEAR 2022/2023 INTERIM BUDGET**

WHEREAS: State Colleges and Universities have been authorized to establish revenue, expense, and capital budget projections for the 2022/2023 fiscal year; and

WHEREAS: The New Jersey City University Board of Trustees on June 27, 2022 approves the tuition rates, room and board rates, and rates for other fees for the 2022/2023 academic year; and

WHEREAS: Due to circumstances which could not be anticipated, together with the low but still developing enrollment projections and the continuing uncertainty in still developing information relevant and necessary for an accurate estimate of available revenues including the University's base appropriation; and

WHEREAS: The University has prepared an interim budget for the first three months (July 1, 2022 through September 30, 2022) of fiscalenronhr.011 Tw -8ves

ADJOURNMENT

There being no further business to come before the Board, Mr. Acebo requested a motion for the board to adjourn the meeting. The motion was moved by Mr. Scott and seconded by Mr. Visconti