
The meeting will open to the public at 12:15 p.m. via Zoom. The link will be posted on the University website on the day of the meeting. Immediately following action on the resolution to meet in closed session, members of the public will be asked to leave the meeting.

Committee Reports

Academic Affairs and Planning Committee Report:

[Academic Calendar Year \(Fall 2021 & Spring 2022\)
To Offer a Master's Degree in Public Health](#)

Student Success Committee Report:

Spring 2021 Enrollment Report, Robert Heinrich, Chief
Enrollment Management Officer

Finance and Professional Services Committee Report:

- [FY22 Housing Rents](#)
- [AC Phase II Project - Development, Financing, And Construction and
Approval of Master Lease](#)

[FY21 - FY23 Bid Waiver Contracts](#)

Audit Committee Report:

Buildings and Grounds Committee Report:

Development Committee Report:

Investment Committee Report:

University Policy Review:

Review of University Policies (First Reading)

Revised Policies:

- I-3 Authorizations in Absence of the President
- I-4 Mission Statement
- I-9.5 University Seal
- I-12 Strategic and Annual Planning
- I-16 Open Public Meetings Act
- I-18 Legal Representation of State Employees
- I-50 Code of Ethics
- I-68 Committee on Campus Diversity and Inclusive Excellence
- I-111 Printing of Union Materials
- VI-89 Internal Audit

Deleted Policy:

- VI-67 Contracts with Music Licensing Organization Concerning
Licensing & Royalties for Music on Campus

: [Approval of University Policies \(Second Reading\)](#)

- II-85 Use of University Communication Systems/Tools
- VI-11.4 Employees Who Are Candidates for Public Office
- VI-28 Policy Prohibiting Discrimination in the Workplace
- VI-53 Tuition Waiver for Senior Citizens
- VI-54 Tuition Waiver for National Guard Members
- VI-55 Tuition Waiver for Unemployed Persons – Job Training Program

[Personnel Actions,](#)

Other Business

Comments from the Board of Trustees/Public

Members of the public should limit their comments to three minutes and are not permitted to cede their time to another member of the public.

The next regularly scheduled meeting of the Board will be held at 4:30 p.m. on Wednesday, May 5, 2021 on the Galloway Campus in the Board of Trustees Event Room.

Adjournment

	<p>Mr. Raymond R. Ciccone, CPA, Chair Mr. Andy Dolce, Vice Chair Dr. Nancy Davis Ms. Mady Deininger Mr. Stanley M. Ellis Mr. Leo B. Schoffer, Esq. Ms. Meg Worthington Mr. Tyler Rodriguez, Student Trustee Dr. Harvey Kesselman, President and Ex Officio</p> <p>Ms. Nelida Valentin, Secretary Mr. Jaiden Chavis, Student Trustee Alternate</p>
	<p>Chair Ciccone called the meeting to order at 12:19 p.m. on Wednesday, December 9, 2020, via Zoom. On December 2, 2020, a special notice of this meeting announcing the change of location, as required by the Open Public Meeting Act, was (a) posted on the University's Website; (b) forwarded to the Bursar's Office at the University, the editors of the Press of Atlantic City, the Daily Journal; and (c) filed with the Secretary of the State of New Jersey, the Galloway Township Clerk's Office, and the Atlantic County Clerk's Office.</p>
	<p>Chair Ciccone reconvened the Open Public meeting at 4:30 p.m. via Zoom webinar.</p>
	<p>Trustee Ciccone informed the audience that Stockton University had a low number of instances of the coronavirus and acknowledged the leadership provided by President Kesselman.</p>

Before President Kesselman gave his report, he asked everyone in attendance to please have a moment of silence for Trustee Michael Jacobson, who passed away in October.

President Kesselman read and presented a resolution renaming the Stockton University Board of Trustees Room to the Michael Jacobson Board of Trustees Room and naming Michael Jacobson as Trustee Emeritus. Following the reading of the resolution, President Kesselman called on Sara Jacobson and her family to offer some words to the Stockton University community.

The Jacobson family expressed gratitude to the University for honoring Trustee Michael Jacobson for renaming the Stockton University Board of Trustees Room to

Lastly, Trustee Davis thanked Susan Davenport for her report and to the faculty for making the fall semester a success. Trustee Davis mentioned how excited she was to hear about the addition of anti-racism courses.

	<p>Trustee Dolce reported the following:</p> <ul style="list-style-type: none"> x The Audit Committee last met on October 19, 2020. x Grant Thornton, external auditors for the University, provided an audit update and presented the FY2020 draft financial statements. The audit was substantially complete and there were no findings or material misstatements to date. Completion was pending GASB 75 Other Post- Employment Benefits information from the State and Federal audit guidance relating to the FY2020 CARES Act expenditures. Management anticipates finalizing the audit in late December or early January upon receipt of open items. x Baker Tilly, internal auditors for the University, completed the EEO audit. Baker Tilly provided several recommendations which will be shared with administration for consideration and implementation.
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	<p>Trustee Schoffer called on Don Hudson, Vice President for Facilities & Operations to provide a summary. Don reported discussions took place on the following:</p> <ul style="list-style-type: none"> x Updates on the Master Plan x Summer 2021 construction projects x Internal capital request for Fiscal Year 2022 x Priority projects include: <ul style="list-style-type: none"> o Planning for the Multi-Cultural Center o Installation of new intersection light signals at the north entrance of the campus off Pomona Road. This project will be in partnership with Atlantic County and the cost will be split. o Improvements to the soccer, track, and lacrosse fields for the athletic facilities. <p>Trustee Schoffer thanked Don and his staff for their work.</p>
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Trustee Schoffer recognized Dan Nugent, Chief Development Officer and Executive Director of the University Foundation for his leadership and excellent work, including the Stockton University Foundation and the Development Committee.

Trustee Schoffer reported the Development and Alumni Relations team has continued their fundraising efforts while working on ways to gather during the COVID-19 health crisis. Since July 2020, more than 430 people have attended various Development office events.

Trustee Schoffer also reported:

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	<p>Trustee Worthington reported:</p> <ul style="list-style-type: none"> x The Investment Committee met on November 12th, with the University’s investment advisors and received a summary of the University’s investment performance, asset allocation, and various strategies for moving forward. x As of September 30, 2020, the portfolio balance was \$95.3 million, a gain of \$4.5 million in the third quarter of the calendar year. 																
	<p>President Kesselman presented the Board with six policies as a . President Kesselman will recommend these policies for Board approval at the February 24, 2021 meeting:</p> <table border="0" style="margin-left: 40px;"> <tr> <td style="padding-right: 20px;">II-85</td> <td>Use of University Communication Systems/Tools</td> </tr> <tr> <td>VI-11.4</td> <td>Employees Who Are Candidates for Public Office</td> </tr> <tr> <td>VI-53</td> <td>Tuition Waiver for Senior Citizens</td> </tr> <tr> <td>VI-54</td> <td>Tuition Waiver for National Guard Members</td> </tr> <tr> <td>VI-55</td> <td>Tuition Waiver for Unemployed Persons – Job Training Program</td> </tr> <tr> <td>VI-28</td> <td>Policy Prohibiting Discrimination in the Workplace</td> </tr> </table> <p>Next, President Kesselman recommended Board approval of the following three policies, following their :</p> <table border="0" style="margin-left: 40px;"> <tr> <td style="padding-right: 20px;">I-67</td> <td>Disability, Accessibility, and Reasonable Accommodation</td> </tr> <tr> <td>VI-45</td> <td>Refunds Upon Withdrawal</td> </tr> </table>	II-85	Use of University Communication Systems/Tools	VI-11.4	Employees Who Are Candidates for Public Office	VI-53	Tuition Waiver for Senior Citizens	VI-54	Tuition Waiver for National Guard Members	VI-55	Tuition Waiver for Unemployed Persons – Job Training Program	VI-28	Policy Prohibiting Discrimination in the Workplace	I-67	Disability, Accessibility, and Reasonable Accommodation	VI-45	Refunds Upon Withdrawal
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VI-55	Tuition Waiver for Unemployed Persons – Job Training Program																
VI-28	Policy Prohibiting Discrimination in the Workplace																
I-67	Disability, Accessibility, and Reasonable Accommodation																
VI-45	Refunds Upon Withdrawal																

	The next regularly scheduled meeting will be held on Wednesday, May 5, 2021, at 4:30 p.m. in the Michael Jacobson Board of Trustees room on the Galloway campus.

the Open Public Meetings Act (P.L. 1975, Ch. 231) permits public bodies to exclude the public from discussion of any matter as described in subsection 7(b) of the Act, provided that the public body adopts a resolution at a public meeting indicating its intent to hold a closed session; and

subsection 7(b) of the Act contains exclusions for personnel matters; terms and conditions of employment; collective bargaining agreements, including negotiated positions; anticipated or pending litigation; and any matters involving the purchase, lease, or acquisition of real estate property; therefore, be it

that the Stockton University Board of Trustees shall meet in closed session to discuss personnel, collective bargaining, real estate matters, and litigation matters, including recommendations of the President contained in the Personnel Resolution; and, be it further

that the discussion of personnel, collective bargaining, real estate matters, and litigation matters may, or may not, be disclosed to the public during that portion of the meeting which convenes at 4:30 p.m.

February 24, 2021

Fall Term 2021 Academic Calendar

Changes may be made in the following calendar, which is not official and should not be used for planning purposes, until it is approved by the Board of Trustees on February 24, 2021.

— Thursday

Registration and orientation for new graduate students

— Thursday

Registration for graduate non matriculated students

— Monday

Late registration and orientation for new first-year and transfer students

— Wednesday

Fall Faculty Conference

— Friday

Registration for undergraduate non-matriculated students

— Monday

Labor Day holiday

— Tuesday

Classes begin (full-term and sub-term A)

— Tuesday-Monday

Drop/add period (full-term)

— Saturday

Saturday classes begin

— Monday

Deadline to file FERPA hold to prevent release of student information

Deadline to drop full-term and sub-term A course(s) with a 100% refund

— Thursday

Deadline to withdraw from sub-term A course(s) with a 50% refund (part-time students only)

— Wednesday

Board of Trustees meeting

— Friday

Deadline to withdraw from a full-term course(s) with a 50% refund (part-time students only)

— Friday

Deadline to file Fall 2021 graduation application without financial penalty

— Thursday

Deadline to withdraw from sub-term A course(s) with W grade

— Monday

Holiday; normal campus operations

— Thursday

Sub-term A classes end

— Friday

Spring 2022 pre-registration schedule of classes posted (view only)

— Monday

Sub-term B classes begin

— Monday-Wednesday

Seniors (with 96+ earned credits) and matriculated graduate students preregister

— Friday

Deadline to withdraw from sub-term B course(s) with a 50% refund (part-time students only)

— Friday-Monday

Juniors (with 64-95 earned credits) preregister

— Tuesday

Election Day holiday; normal campus operations

— Wednesday

Preceptorial Advising Day; classes begin 3:25 p.m.

— Thursday-Friday

Sophomores (with 32-63 earned credits) preregister

— Monday-Tuesday

First-year students (0-31 earned credits) preregister

— Thursday

Veterans Day holiday; normal campus operations

— Monday

Deadline to withdraw from full-term course(s) with a W grade

— Wednesday

Classes end at 3:25 p.m.

Deadline to withdraw from sub-term B course(s) with a W grade

— Thursday

Thanksgiving holiday; University closed

— Friday

No classes

— Saturday

No Saturday classes

— Monday

Graduate Research Symposium; Graduate classes scheduled only on Monday evenings from 6:00 - 9:50 p.m. do not meet

— Wednesday

Board of Trustees meeting

— Friday

Fall term classes end

— Monday-Friday

Final week

— Friday

Term ends

— Monday

Grades due for graduating students by 12 noon

— Wednesday

Grades due for non-graduating students by 5 p.m.

— Friday-Sunday

Holiday break; University closed

— Friday

New Year's Day Holiday

Spring Term 2022 Academic Calendar

Changes may be made in the following calendar, which is not official and should not be used for planning purposes, until it is approved by the Board of Trustees on February 24, 2021.

— Friday

Registration for undergraduate non-matriculated students (Spring and Summer)

Registration for graduate non-matriculated students

— Monday

Dr. Martin Luther King, Jr. holiday; University closed

— Tuesday

Classes begin (full-term and sub-term A)

— Tuesday-Monday

Drop/add period (full-term and sub-term A)

— Saturday

Saturday classes begin

— Monday

Deadline to drop full-term and sub-term A course(s) with a 100% refund

Deadline to file FERPA hold to prevent release of student information

— Thursday

Fall 2022 pre-registration schedule of classes posted (view only)

— Tuesday

Deadline to file Spring 2022 graduation application without financial penalty

— Tuesday

Deadline to withdraw from sub-term A course(s) with a 50% refund (part-time students only)

— Wednesday

Deadline to withdraw from full-term course(s) with a 50% refund (part-time students only)

— Monday

President's Day holiday; normal campus operations

— Wednesday

Board of Trustees meeting

— Friday

Deadline to withdraw from sub-term A course(s) with a W grade

— Thursday

Sub-term A classes end

— Friday

Sub-term B classes begin

— Friday-Monday

Sub-term B drop/add period

— Monday

Deadline to drop sub-term B course(s) with a 100% refund

— Sunday-Sunday

Spring break

— Monday

Deadline to withdraw from sub-term B course(s) with a 50% refund (part-time students only)

— Tuesday

Preceptorial Advising Day; no classes

Wednesday-Thursday

Seniors (with 96+ earned credits) and matriculated graduate students preregister

— Monday-Tuesday

Juniors (with 64-95 earned credits) preregister

— Wednesday

Preceptorial Advising Day; No classes

— Thursday-Friday

Sophomores (with 32-63 earned credits) preregister

— Thursday

Deadline to withdraw from full-term course(s) with a W grade

Final deadline to file Spring 2022 graduation application

— Monday-Tuesday

First-year students (with 0-31 earned credits) preregister

— Friday

Holiday; normal campus operations

— Tuesday

Deadline to withdraw from sub-term B course(s) with a W grade

— Friday

Spring term classes end

— Monday-Friday

Final week

— Wednesday

Board of Trustees meeting

— Friday

Term ends

— Monday

Grades due for graduating students by 12 noon

— Thursday

Grades due for non-graduating students 12 noon

Note: Doctoral, Master's, and Baccalaureate Commencement ceremony schedule will be posted on the Commencement website.

the University mission statement affirms a goal to “help our students develop the capacity for continuous learning and the ability to adapt to changing circumstances in a multicultural and interdependent world;” and

Stockton graduates enter an increasing global world where protecting and improving the health of people and their communities is the utmost importance. At its core, public health education trains future professionals to analyze the health of entire population and to identify current or future threats that these populations may face; and

students with training in Public Health work in a variety of fields, settings, and industries; and

the Stockton University School of Health Sciences is uniquely prepared to deliver high-quality, interdisciplinary education, evidence-based graduate coursework in Public Health; and

such a program responds to the demonstrated market demands in southern New Jersey and the New York, New Jersey, Pennsylvania, and Delaware region; and

the shared governance bodies of the University recommend the proposed Master of Public Health to the Board of Trustees for its endorsement; therefore, be it

that the Board of Trustees approves and authorizes the Stockton University administration to notify the New Jersey higher education community of Stockton’s intent to offer the Master of Public Health degree and, subsequent to review by the Academic Issues Committee and the New Jersey Presidents’ Council, take all necessary steps to implement the academic offering.

February 24, 2021

- x Graduates will demonstrate competence in the Program Competencies,

At completion of this program, students will be able to:

- x Demonstrate an understanding of the purpose and application of the public health principles of biostatistics, epidemiology, public health administration, environmental health, and social and behavior sciences for the protection and betterment of the public's wellbeing.
- x Explain the importance of cultivating cultural competency as a means of identifying and

STOCKTON UNIVERSITY
 BOARD OF TRUSTEES
 RESOLUTION
FY22 HOUSING RENTS

WHEREAS, the Board of Trustees of Stockton University is responsible for approving the annual rental rates for student housing; and

WHEREAS, the University is recommending that housing rates be increased to support operating and capital needs; therefore, be it

RESOLVED, that the Stockton University Board of Trustees approves the following rents at Stockton University for FY22:

	<u>Type</u>	<u>Fall 2020 & Spring 2021 Rates Per Semester</u>	<u>Fall 2021 & Spring 2022 Rates Per Semester</u>
Housing 1	4 Person Shared Apartment	-	\$5,002
	5 Person Shared Apartmten	\$3,966	\$4,006
Housing 2	Single	\$4,985	\$5,085
	Double	\$4,305	\$4,348
	Triple	\$3,119	\$3,150
Housing 3	Single	\$5,033	\$5,134
	Double	\$4,282	\$4,325
	Reduced Rate Double	\$3,523	\$3,558
Housing 4	4 Person Shared Apartmten	\$5,204	\$5,256
Housing 5			

The Board of Trustees (the "Board") of Stockton University (the "University") desires to authorize and approve the development, financing and construction of a residential facility on property located nearby the University's current Atlantic City

The Board hereby approves and authorizes the development, financing and construction of the Atlantic City Campus Phase II Project through the Master Lease Agreement with the Developer;

The President and the Vice President for Administration and Finance (the "Authorized Officers"), on behalf of the University, with the advice of the Board Chair and the Office of General Counsel, are hereby authorized to negotiate and approve the Master Lease Agreement between the University and the Developer and all agreements, contracts, documents and certificates as may pyO36 -1.153 Tlt(Fi.5 (Apgh the rMasteto(g)5.3 (J0.0326e53 T

This three-year bid waiver sd.F5.762ear



Harvey Kesselman, President

Susan Davenport, Interim Provost and Executive Vice President

February 24, 2021

Recommendation to Revise University Policy

I am pleased to request revisions and deletions of policies for Board consideration and review as recommended by policy administrators:

Revised Policies:

- I-3 Authorizations in Absence of the President
- I-4 Mission Statement
- I-9.5 University Seal
- I-12 Strategic and Annual Planning
- I-16 Open Public Meetings Act
- I-18 Legal Representation of State Employees
- I-50 Code of Ethics
- I-68 Committee of Campus Diversity and Inclusive Excellence
- I-111 Printing of Union Materials
- VI-89 Internal Audit

Deleted Policy:

- VI-67 Contracts with Music Licensing Organization Concerning Licensing & Royalties for Music on Campus

I recommend the Board of Trustees conduct a First Reading at the February 24, 2021 meeting, followed by approval of the recommendation for a Second Reading and vote at the May 5, 2021 meeting.

The Policy has been updated as follows:

- x Updated the Policy Administrator from the Office of the President to the Executive Vice President and Chief of Staff;
- x Removed language regarding brief absences of the President;
- x Updated authority in absence of the President and in concurrent absence of the President and Executive Vice President;
- x Updated notification of absence from the Chancellor of Higher Education to the Chair of the Board of Trustees.

Policy Administrator: Executive Vi



The Policy has been updated as follows:

- x Updated the New Jersey Administrative Code citation in the “Authority” reference.



Policy Administrator: Office of the President
Authority: N.J.S.A. 18A: 64-6 and 64-8; N.J.A.C. 9A:1-1.6
Effective Date: January 29, 1975; February 16, 2011; July 5, 2017; TBD
Index Cross-References:
Policy File Number: I-4
Approved By: Board of Trustees

Stockton University’s mission is to develop engaged and effective citizens with a commitment to life-long learning and the capacity to adapt to change in a multi-cultural, interdependent world. As a public university, Stockton provides an environment for excellence to a diverse student body, including those from underrepresented populations, through an interdisciplinary approach to liberal arts, sciences and professional education.

Review History:

	Date
Policy Administrator	12/01/2020
Divisional Executive	12/07/2020
General Counsel	01/05/2021
Cabinet	01/14/2021
President	01/25/2021
Board of Trustees	

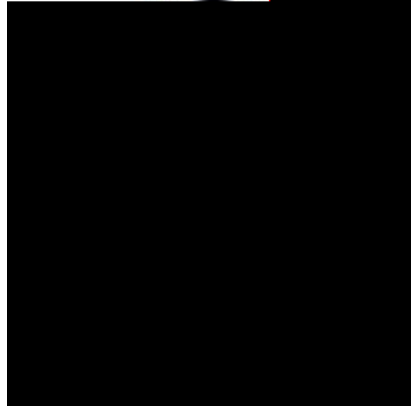


The Policy has been updated as follows:

- x Changed language pertaining to the “Rampant Lion.”



STOCKTON UNIVERSITY SEAL



The original logo of Stockton State College as approved by the first Board of Trustees. The ribbon highlights the year in which the college was established.



This represents courage and strength.



This is a symbol of the enlightenment to be gained through lifelong learning.



This image characterizes the Pinelands locale of Stockton's campus.

Stockton's official mascot, native to our region and saved from extinction through the efforts of Stockton faculty, now names our renowned athletic teams.



In keeping with the motto "An Environment for Excellence," blue is incorporated to represent the sky. Gold (ink or foil) compliments the blue and adds an additional element of elegance. It also emphasizes the concept of educational enlightenment.

Review History:

	Date
Policy Administrator	12/01/2020
Divisional Executive	12/07/2020
General Counsel	01/05/2021
Cabinet	01/14/2021
President	01/25/2021
Board of Trustees	



The Policy has been updated as follows:

- x Minor grammatical edits.



Policy Administrator: Chief Planning Officer
 Authority: N.J.S.A. 18A:64-8
 Effective Date: January 20, 1977; February 16, 2011, December 5, 2018; TBD
 Index Cross-References: Procedure 1161: Strategic and Annual Planning
 Policy File Number: I-12
 Approved By: Board of Trustees

Under the direction of the President, the Chief Planning Officer:

- x Directs, manages and coordinates the strategic planning process for the University;
- x Translates the President’s agenda into actionable and quantitative plans as it relates to the University’s strategic planning process;
- x Communicates and implements the President’s agenda so that internal and external stakeholders understand the University’s priorities and goals and how they support the University’s mission;
- x Ensures that divisional, departmental and unit planning efforts reflect the President’s agenda, institutional priorities, and the University’s mission, vision, and values;
- x Maintains an inclusive planning process, partners with institutional leadership, special committees, and works with other university stakeholders to execute and manage strategic plans and key initiatives.

Review History:

	Date
Policy Administrator	10/13/2020
Divisional Executive	10/19/2020
General Counsel	12/07/2020
Cabinet	12/16/2020
President	12/16/2020
Board of Trustees	



The Policy has been updated as follows:

- x Updated the list of posting locations and combined the list into one section

The Policy has been updated as follows:

- x Updated statutory citations.
- x Minor grammatical edits.



Policy Administrator: General Counsel

Authority: N.J.S.A. 59:10A-1

Effective Date: April 9, 1975; September 18, 2013; TBD

Index Cross-References:

Review History:

	Date
Policy Administrator	12/14/2020
Divisional Executive	12/14/2020
General Counsel	12/14/2020
Cabinet	01/14/2021
President	01/25/2021
Board of Trustees	



The Policy has been updated as follows:

- x Updated the title of the Office of Diversity and Inclusion.
- x Made minor formatting changes.



Policy Administrator: Chief Officer for Diversity and Inclusion
 Authority: N.J.S.A. 52:13D-23; N.J.S.A. 52:13D-12 et seq.
 Effective Date: November 17, 1975; February 16, 2011; September 26, 2018; TBD
 Index Cross-References: Policy
 File Number: I-50
 Approved By: Board of Trustees

Pursuant to N.J.S.A. 52:13D-23, the New Jersey State Ethics Commission has adopted the Uniform Ethics Code to govern and guide the conduct of State officers and employees and special State officers and employees in the Executive Branch of State Government.

The State Ethics Commission’s Plain Language Guide explains the ethics rules and laws found in the New Jersey Conflicts of Interest Law (N.J.S.A. 52:13D-12 et. seq.), which are applicable to all University Trustees, officers, and employees.

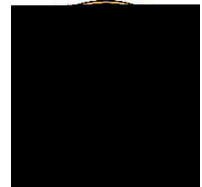
Review History:

	Date
Policy Administrator	10/14/2020



The Policy has been updated as follows:

- x Updated name of the Office of Diversity and Inclusion
- x Edited formatting

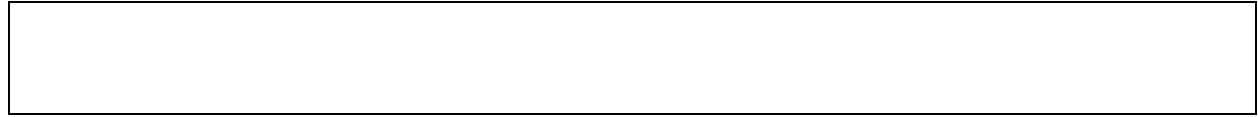


Policy Administrator: Chief Officer for Diversity and Inclusion
Authority: N.J.S.A. 18A:64-6
Effective Date: March 20, 1981; February 16, 2011; September 21, 2016; TBD
Index Cross-References: Procedure No. 1210 Internal Procedures of the Committee on
Campus Diversity and Inclusive Excellence
Policy File Number: I-68
Approved By: Board of Trustees

The Committee on Campus Diversity and Inclusive Excellence (“Committee”) serves as an advisory body to the President and Chief Officer for Diversity and Inclusion on matters of campus diversity and inclusion. The Committee shall assist the University in enacting its commitment to diversity and inclusion as articulated in the University’s mission, vision, and values statements and the Statement on Diversity, Equity, and Inclusion.

Review History:

	Date
Policy Administrator	10/13/2020
Divisional Executive	10/13/2020
General Counsel	12/07/2020
Cabinet	12/16/2020
President	12/16/2020
Board of Trustees	



The Policy has been updated as follows:

- x Cross reference to Procedure 1102 was removed because Procedure 1102 was deleted in Dec. 2019 after the Executive Director of University Relations & Marketing determined that it was no longer necessary (content was incorporated into Procedure 1104 to eliminate redundancy).
- x Updated position titles and deleted bullet titles.



Policy Administrator: Executive Director of University Relations & Marketing

Authority: N.J.S.A. 18A: 64-6; 18A: 64-8

Effective Date: July 23, 1980; February 16, 2011; July 6, 2016; TBD

Index Cross-References: Procedure 1104: Printing and Copying Services

Policy File Number: I-111

Approved By: Board of Trustees

Review History:

	Date
Policy Administrator	11/17/2020
Divisional Executive	12/07/2020
General Counsel	01/05/2021
Cabinet	01/14/2021



The Policy has been updated as follows:

- x Added reference to Procedure 6421 Internal Audit Procedures and Standards
- x Updated the Executive Vice President's title to Executive Vice President and Chief of Staff



The Policy is being recommended to be deleted:

- x The Policy was adopted in 1978 and contains

Review History:

	Date
Policy Administrator	01/06/2021
Divisional Executive	01/06/2021
General Counsel	01/06/2021
Cabinet	01/14/2021

President 01/25/2021 Date

Policy Administrator: Chief Information Officer
Authority: N.J.S.A. 18A:64-6; N.J.S.A. 18A: 64-7
Effective Date: TBD

- x Campus operations messages about information technology services, human resources, and facilities that affect the Stockton community.
- x Messages about major campus-wide events (e.g., Convocation, Commencement, Faculty Assemblies, athletic championships).
- x Messages related to University policies or procedures.
- x Announcements from the Board of Trustees, President, Provost, or other University leadership.
- x Communications required by law.

Messages that exemplify inappropriate use of University systems and tools in disseminating information to faculty, staff, or students include:

- x Messages not directly related to the University's mission.
- x Any communications that are commercial in nature, unless directly related to University business.
- x Promotional, political, or lobbying activities as prohibited by Policy I-19, other University policy or procedure, or State law.
- x Job postings or research recruitment.
- x Marketing or advertising of programs, majors, courses, products, or events offered or sponsored by schools, departments, or organizations within the University which could be disseminated through alternate communication channels that target their specific audiences.
- x Solicitations for contributions, charities, or participation in activities that are neither sponsored by the University, the University Foundation, or the New Jersey Employee Charitable Campaign, or related to University business.
- x Solicitations for non-University businesses.
- x Messages that contain discriminatory content, obscenity, are defamatory, or infringe on privacy.
- x Messages that violate University policies or procedures.
- x Messages that express or disseminate personal opinions or confidential information.

Review History:

	Date
Policy Administrator	10/08/2020
Divisional Executive	10/09/2020
General Counsel	10/14/2020
Cabinet	10/22/2020
President	10/26/2020

Board of Trustees



The Policy has been updated as follows:

- x Changed the Policy Administrator from the Director of Human Resources to the Chief Officer for Diversity and Inclusion;
- x Added contact information for the Hatch Act Unit of the U.S. Office of Special Counsel;
- x Added language pertaining to restrictions to employees for certain treasury or other positions which require filing reports with or representation before a State agency;
- x Added restrictions to State time, resources, and materials to support political activities.

Review History:

	Date
Policy Administrator	07/17/2020
Divisional Executive	08/21/2020
General Counsel	08/24/2020
Cabinet	10/08/2020
President	10/08/2020
Board of Trustees	



The Policy has been updated as follows:

- x Updated for consistency with the August 19, 2020 revisions to the New Jersey State Policy Prohibiting Discrimination in The Workplace.
- x Identifies pregnancy as a stand-alone protected category.
- x Clarifies that posts on social media whether made on a business or personal device are subject to the policy.
- x Expands “extension of the workplace” to include social media posts that are made outside of the workplace.
- x Includes sexual assault as a form of sexual harassment.
- x Advises employees they have the right to file a criminal complaint if they believe they have been subjected to unwelcome sexual physical contact, as well as filing an EEO complaint.
- x Clarifies that EEO investigations should be maintained as confidential records to the extent practicable.
- x Updated confidentiality provision.
- x Requires additional training for persons responsible for handling complaints involving discrimination and harassment.

Policy Administrator: Chief Officer for EEO and Compliance

Authority: N.J.A.C. 4a:7-3.1 & 3.2

Effective Date: December 16, 1999; June 3, 2005; August 20, 2007; February 16, 2011; TBD

Index Cross-References: Procedure 6360: Procedures for Internal Complaints Alleging Discrimination in the Workplace

Policy File Number: VI-28

Approved By: Board of Trustees

I. POLICY

A. Protected Categories

Stockton University is committed to providing every University employee and prospective University employee with a work environment free from prohibited discrimination or harassment. Under this policy, forms of employment discrimination or harassment based upon the following protected categories are prohibited and will not be tolerated: race, creed, color, national origin, nationality, ancestry, age, sex/gender, pregnancy, marital status, civil union status, domestic partnership status, familial status, religion, affectional or sexual orientation, gender identity or

B. Applicability

Prohibited discrimination/harassment undermines the integrity of the employment relationship, compromises equal employment opportunity, debilitates morale and interferes with work productivity. Thus, this policy applies to all employees and applicants for employment in State departments, commissions, State colle

- f* Treating an individual differently because of marriage to, civil union to, domestic partnership with, or association with persons of a racial, religious or other protected category; or due to the individual's membership in or association with an organization identified with the interests of a certain racial, religious or other protected category; or because an individual's name, domestic partner's name, or spouse's name is associated with a certain racial, religious or other protected category;
- f* Calling an individual by an unwanted nickname that refers to one or more of the above protected categories, or telling jokes pertaining to one or more protected categories;
- f* Using derogatory references with regard to any of the protected categories in any communication;
- f* Engaging in threatening, intimidating, or hostile acts toward another individual in the workplace because that individual belongs to, or is associated with, any of the protected categories; or
- f* Displaying or distributing material (including electronic communications) in the workplace that contains derogatory or demeaning language or images pertaining to any of the protected categories.

B. Sexual Harassment

It is a violation of this policy to engage in sexual (or gender-based) harassment of any kind, including hostile work environment harassment, quid pro quo harassment, or same-sex harassment. For the purposes of this policy, sexual harassment is defined, as in the Equal Employment Opportunity Commission Guidelines, as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when, for example:

- f* Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment;
- f* Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or
- f* Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

Examples of prohibited behaviors that may constitute sexual harassment and are therefore a violation of this policy include, but are not limited to:

- f* Generalized gender-based remarks and comments;
- f* Unwanted physical contact such as intentional touching, grabbing, pinching, brushing against another's body or impeding or blocking movement;
- f* Sexual physical contact that involves any form of coercion, force, or lack of consent, such as sexual assault;

- f* Verbal, written or electronic sexually suggestive or obscene comments, jokes or propositions including letters, notes, e-mail, text messages, invitations, gestures or inappropriate comments about a person's appearance;
- f* Visual contact, such as leering or staring at another's body; gesturing; displaying sexually suggestive objects, cartoons, posters, magazines or pictures of scantily-clad individuals; or displaying sexually suggestive material on a publicly-accessed platform, e.g., bulletin board, locker room wall, screen saver;
- f* Explicit or implicit suggestions of sex by a supervisor or manager in return for a favorable employment action such as hiring, compensation, promotion, or retention;
- f* Suggesting or implying that failure to accept a request for a date or sex would result in an adverse employment consequence with respect to any employment practice such as performance evaluation or promotional opportunity; or
- f* Continuing to engage in certain behaviors of a sexual nature after an objection has been raised by the target of such inappropriate behavior.

III. CONSENSUAL RELATIONSHIPS

Because the relationship between supervisor/supervisee is central to the working relationship, it is essential to establish that a standard of expected conduct in that relationship goes beyond the proscription against sexual harassment. With respect to

V. SUPERVISOR RESPONSIBILITIES

Supervisors shall make every effort to

The remedial action taken may include counseling, training, intervention, mediation, and/or the initiation of disciplinary action up to and including termination of employment.

The University shall maintain a written record of the discrimination/harassment complaints received. Written records consisting of the investigative report and any attachments, including witness statements, shall be maintained as confidential records to the extent practicable and appropriate and will maintain so indefinitely.

relevant knowledge or who have a legitimate need to know about the matter. All persons interviewed, including witnesses, shall be directed not to discuss any aspect of the investigation with others in light of the important privacy interests of all concerned. Failure to comply with this confidentiality directive may result in administrative and/or disciplinary action, up to and including termination of employment. In order to protect the integrity of the investigation, minimize the risk of retaliation against the individuals participating in the investigative process, and protect the important privacy interests of all concerned, the EEO/AA Officer/Investigator shall request that all persons interviewed, including witnesses, not discuss any aspect of the investigation with others, unless there is a legitimate business reason to disclose such information.

XI. ADMINISTRATIVE AND/OR DISCIPLINARY ACTION

Any employee found to have violated any portion or portions of this policy may be subject to appropriate administrative and/or disciplinary action which may include, but which shall not be limited to: referral for training, referral for counseling, written or verbal reprimand, suspension, reassignment, demotion or termination of employment. Referral to another appropriate authority for review for violation of State and Federal statutes may also be appropriate.

XII. TRAINING

The University shall provide all new employees with training on the policy and



The Policy has been updated as follows:

- x Made minor grammatical and formatting changes;
- x Updated 'Review History' box;
- x Added 'Authority: N~~o~~



The Policy has been updated as follows:

- x Revised verbiage regarding the maximum credit coverage during the summer semester versus the rest of the year;
- x Made minor grammatical and formatting changes;
- x Updated 'Review History' box.
- x Added author



The Policy has been updated as follows:

- x Clarified language regarding program qualifications;
- x Made minor grammatical and formatting changes;
- x Updated 'Review History' box.

The purpose of the tuition waiver program is to enable certain unemployed individuals to enroll, without payment of tuition and fees, in a job training program, certificate program, or degree program which shall provide them with an identifiable job skill and shall assist them in gaining reemployment. A course of instruction does not assist the individual in gaining reemployment if the individual already possesses identifiable job skills, unless

- x Documentation from the New Jersey Department of Labor One-Stop Career System verifying their past presence in the labor market for at least two years and their unemployed status or receipt of a layoff notice. Proof of eligibility shall be dated no earlier than 30 days prior to the University's course registration day for eligible individuals for the semester in which the job training course is taken.

ELIGIBILITY FOR FINANCIAL AID

- x Each eligible individual seeking to enroll in credit courses under this program is responsible for filing a Free Application for Federal Student Aid (FAFSA) financial aid application and providing the University with all information necessary to determine possible financial aid eligibility. The application must be filed on or before the day of registration. If additional information is required, it must be provided within five (5) days of the request or the waiver will be denied. If an individual is ineligible for State or Federal financial aid due to a default on a student loan, enrollment in the tuition waiver program is prohibited.
- x In determining eligibility for financial aid, the University shall first consider both State and Federal sources of aid including grants, scholarships and any other sources of financial aid (other than loans) available to the institution's general student population.
- x When financial aid (other than loans) is not sufficient to pay the full amount of tuition and fees at the University, the student shall be entitled to have the remaining amount of tuition and fees waived by the University.

ELIGIBLE COURSEWORK

- x All credit-bearing course offerings are eligible under this program (with the exception of cohort-based graduate programs as noted previously). However, a given course or program shall focus on an identifiable job skill or prerequisite skills for the specific job skill as indicated in the individual's Employability Development Plan approved by the One-Stop Career Center.
- x Only those courses in which enrollment space is available on the first day of classes and tuition-paying students constitute the minimum number required for the course shall be open to eligible individuals under this program. Individuals are not eligible for permits in closed course sections or enrollment in an independent study. Students are not permitted to be "wait listed" for a course on the day of registration.
- x The University is permitted to designate a separate registration period for eligible individuals seeking to enroll in the program after the registration period for tuition-paying students is complete.

The University has designated the first day of class each semester or summer sub-term for registration. If a student chooses to register earlier, they will forfeit the right to have their tuition charges waived under this program.

EMPLOYMENT DURING SEMESTER

- x Any individual participating in this program who obtains employment subsequent

Board of Trustees

February 24, 2021

PERSONNEL ACTIONS RESOLUTION

BE IT RESOLVED that the Board of Trustees accepts and approves the following recommendations concerning personnel actions, subject to and contingent on the appropriation of funds by the State of New Jersey and receipt by the University.

**STOCKTON UNIVERSITY
BOARD OF TRUSTEES
RESOLUTION FOR PERSONNEL ACTIONS
February 24, 2021**

BE IT RESOLVED that the Board of Trustees accepts and approves the following r

Walton, Alaina	Director of Academic Assessment	AA	3/15/21	\$85,000	
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FACULTY TENURE RECONSIDERATIONS

Name	Title	Division	Effective Dates	Salary	Notes
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Chakraborty, Vasundhara	Assistant Professor of Business Studies, Accounting	AA	9/1/21 ±6/30/23	\$84,783	
Choudhury, Muntakim	Assistant Professor of Business Studies, Management	AA	9/1/21 ±6/30/23	\$81,644	
Coffey, Kevin	Instructor of Biology 66%	AA	9/1/21 ±6/30/22	\$42,133	
Crisp, Alexis	Instructor of Biology 66%	AA	9/1/21 ±6/30/22	\$42,133	
DeFeis, George	Assistant Professor of Business Studies, Management	AA	9/1/21 ±6/30/23	\$84,783	
Dobrev, Petar	Assistant Professor of Business Studies, Finance	AA	9/1/21 ±6/30/23	\$81,644	
Farr, Danielle	Clinical Specialist, Communication Disorders	AA	7/1/21 ±6/30/22	\$86,479	
Ferguson, Robert	Teaching Specialist, Business Studies, Management	AA	9/1/21 ±6/30/22	\$62,007	
Finnimore, Ian	Assistant Professor of Criminal Justice	AA	9/1/21 ±6/30/23	\$71,213	
Furgione, David	Instructor of Biology 75%	AA	9/1/21 ±6/30/23	\$50,961	
Ge, Rui	Discovery/Web Services Librarian III/Instructor in the Library	AA	7		

All AFT salaries reflect the current schedules and are subject to change.

Green, Regina	Assistant Professor of Nursing	AA	9/1/21 ±6/30/23	\$87,922	
Han, Jung Ah	Assistant Professor of Business Studies, Marketing	AA	9/1/21 ±6/30/23	\$81,644	
Hussein, Mariam	Teaching Specialist, Mathematics and First- Year Studies	AA	9/1/21 ±6/30/22	\$63,263	
Jafarijoo, Mina	Assistant Professor of Computer information Systems	AA	9/1/21 ±6/30/23	\$84,783	
Jain, Naveen	Assistant Professor of Business Studies, Management	AA	9/1/21 ±6/30/23	\$84,783	
Kening, Phillip	Instructor of Business Studies, Marketing 50%	AA	9/1/21 ±6/30/22	\$40,050	
Keough, Shannon	Teaching Specialist, Mathematics	AA	9/1/21 ±6/30/22	\$63,263	
Levine, Ethan	Assistant Professor of Criminal Justice, Victimology	AA	9/1/21 ±6/30/23	\$71,213	
Ludan, Lia	Assistant Professor of Nursing	AA	9/1/21 ±6/30/23	\$84,783	
Lumpkin, Tiffany	Teaching Specialist, Social Work	AA	9/1/21 ±6/30/22	\$63,263	
Mannel, Rebecca	Assistant Professor of Occupational Therapy	AA	9/1/21 ±6/30/23	\$84,783	
Martin, Jennifer	Assistant Professor of Chemistry	AA	9/1/21 ±6/30/23	\$74,062	
McKnight, William	Teaching Specialist, Criminal Justice				

All AFT salaries reflect the current schedules and are subject to change.

Mooney, Loretta	Assistant Professor of Social Work, MSW	AA	9/1/21 ±6/30/23	\$71,213	
Nguyen, Quynh	Assistant Professor of Computer Information Systems	AA	9/1/21 ±6/30/23	\$84,783	
Olson, Matthew	Assistant Professor of Environmental				

All AFT salaries reflect the current schedules and are subject to change.

Barone, Teresa	Assistant Director, Care and Community Standards	SA	7/1/21 ±6/30/22	\$69,732	
Davis, Kenneth	Simulation Coordinator	AA	7/1/21 ±6/30/22	\$96,425	
Deibert, Frances	Office Manager (13M)	AA	2/27/21 ±6/30/22	\$49,209	Status Change to Full Time
Deibert, Matthew	Environmental Specialist & GIS Assistant (13M)	AA	7/1/21 ±6/30/22	\$50,193	
Dukes, Jeffrey	Physics Professional Services Specialist 4 75%	AA	7/1/21 ±6/30/22	\$44,813	
Feil, Christine	Assistant Director, Community Standards	SA	7/1/21 ±6/30/22	\$63,247	
Gawlak, Richard	Head Baseball Coach	OPR	7/1/21 ±6/30/22	\$60,877	
Howard Ubelhoer, Tracey	Coordinator of Enrollment Technologies	EM			

All AFT salaries reflect the current schedules and are subject to change.

Maguire, Gina

Professional Services Specialist 3 60%

AA

7/1/21

Ruli, Flora	Student Success Coach EOF, AC (13M)	AA	7/1/21 ±6/30/22	\$66,415	
Russell, Joseph	Research Assistant 75%	AA	7/1/21 ±6/30/22	\$47,940	

All AFT salaries reflect the current schedules and are subject to change.

Hughes, Ryan

Admissions Recruiter

Yi, Jongbok	Associate Professor of Asian Philosophy	AA	Spring 2022	Critical Edition and Translation of a 12 th Century Tibetan Commentary on the Illumination of the Middle Way
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All AFT salaries reflect the current schedules and are subject to change.

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 **STOCKTON**
UNIVERSITY
BACKGROUND STATEMENT

Susan Pullman-Bernstein

I. EDUCATIONAL BACKGROUND

MS, Occupational Therapy Stockton University, Galloway, NJ	2003
BS, Biology Stockton University, Galloway, NJ	2001

II. PROFESSIONAL EXPERIENCE

Outpatient Occupational Therapist, Fox Rehabilitation, Anne Arundel County, MD	10/2017 - 07/2020
Acute care/Hospital Staff Occupational Therapist, MidAtlantic Home Health (Formerly AOSPT), Hammonton, NJ	09/2015 - 09/2018
Adjunct Professor/Assistant Lab Instructor, MSOT Program, Stockton University, Galloway, NJ	01/2016 - 05/2016
Moorestown Visiting Nurses Association, Staff Occupational Therapist Homecare, Camden County, NJ	11/2010 - 06/2014
Staff Occupational Therapist, Atlantic Orthopedic and Sports (AOSPT), Hammonton, NJ	01/2011 - 11/2011

III. OTHER INFORMATION

Founding President, Occupational Therapy Club, Stockton University, Galloway, NJ

Susan Pullman-Bernstein's educational background, connection with the south jersey community, and academic experience with Stockton as a fieldwork supervisor, adjunct instructor and lab assistant will greatly benefit the Master of Science in Occupational Therapy Program. Ms. Pullman-Bernstein has clinical expertise in various settings, possesses knowledge of the occupational therapy accreditation standards, is familiar with the vision and mission for fieldwork education, and understands the unique needs and challenges of the Academic Fieldwork Coordinator position. We look forward to her ability to develop new relationships and provide the students with continued quality fieldwork education.

RECOMMENDED FOR:
Clinical Specialist, Occupational Therapy

