



# Rowan University/Rutgers – Camden Board of Governors

July 14, 2015  
11:00 am  
Water Front Technology Center  
200 Federal Street  
Camden, NJ 08103

## **AGENDA**

### EXECUTIVE SESSION

(11:00 a.m. to 12:00 p.m. pursuant to No. 2015-06-04)

### PUBLIC SESSION – 12:00 p.m.

### CALL TO ORDER

### STATEMENT OF COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT

### ROLL CALL

### PLEDGE OF ALLEGIANCE

### APPROVAL OF MEETING MINUTES

### RECUSALS

### CEO REPORT

### PUBLIC COMMENT ON AGENDA ITEMS

### MATTERS PRESENTED BY THE CHAIRMAN

### **RESOLUTIONS**

- 2015.07.01** Resolution authorizing the CEO to enter into Project Development Agreement with the Camden County Improvement Authority.
- 2015.07.02** Resolution authorizing initial funding of a joint research program between Rutgers-Camden and Rowan Universities.
- 2015.07.03** Resolution authorizing the continuation of the Medical Assistants Training Program in partnership with the Camden Coalition of Health Care Providers.
- 2015.07.04** Resolution authorizing the submission of invoices for FY 2016 to Rowan University and Rutgers-Camden pursuant to New Jersey Medical and Health

Sciences Education Restructuring Act, P.L.2012, c.45, s.34.

- 2015.07.05** Resolution authorizing the adoption of a FY 2016 Budget
- 2015.07.06** Resolution awarding an insurance brokerage services contract.
- 2015.07.07** Resolution authorizing the CEO to enter into an operating agreement with the Camden Parking Authority.
- 2015.07.08** Resolution Consenting to the actions taken by the Camden County Improvement Authority regarding the Joint Health Sciences Campus pursuant to a Shared Services Memorandum of Understanding.

COMMENTS BY BOARD MEMBERS

PUBLIC COMMENT ON NON-AGENDA ITEMS

CLOSING COMMENTS

ADJOURNMENT



# Rowan University/Rutgers – Camden Board of Governors

## RESOLUTION Project Development Agreement No. 2015-07-01

**WHEREAS**, the Rowan University/Rutgers - Camden Board of Governors (hereinafter “Board”), has been constituted under the New Jersey Medical and Health Sciences Education Restructuring Act (hereinafter “Restructuring Act”), P.L.2012, c.45, s.34; and

**WHEREAS**, the Board is an instrumentality of the State of New Jersey; and

**WHEREAS**, the Board will be undertaking the development and construction of a Joint Health Science Building in Camden (“Project”); and

**WHEREAS**, pursuant to Resolution No. 2014-10-03, the Board has entered into a Shared Services Memorandum of Understanding with the Camden County Improvement Authority (“CCIA”) to assist in developing the Project; and

**WHEREAS**, the CCIA, which oversaw the development of the Rowan Medical School Building in Camden, has specific expertise in developing large capital projects; and

**WHEREAS**, the CCCIA has and is currently assisting the Board in procuring and executing various tasks in order to advance the Project; and

**WHEREAS**, the Board believes it is prudent to enter into a Project Development Agreement with the CCIA with a set fee schedule for its services for the entire duration of the project; and

**WHEREAS**, the Finance, Capital and Executive Committees were briefed by the Chief Executive Officer (“CEO”) on the need to enter into a Project Development Agreement and consented to the recommendation.

**NOW, THEREFORE, BE IT RESOLVED** that the Board is authorizing the CEO to enter into a Project Development Agreement with the CCIA for a fee not to exceed Three Hundred Thousand Dollars (\$300,000); and

**BE IT FURTHER RESOLVED** that the Board acknowledges that the funding being authorized in this resolution only includes CCIA fees and not authorized costs paid to vendors by the CCIA at the behest of the Board to advance the project; and

**BE IT FURTHER RESOLVED** that this Resolution will take effect immediately.

**Rowan University/Rutgers - Camden Board of Governors  
July 14, 2015**



## Rowan University/Rutgers – Camden Board of Governors

### RESOLUTION Joint Research Project 2015-07-02

**WHEREAS**, the Rowan University/Rutgers-Camden Board of Governors (hereinafter “Board”), has been constituted under the “New Jersey Medical and Health Sciences Education Restructuring Act,” (hereinafter “Restructuring Act”), P.L.2012, c.45, s.34; and

**WHEREAS**, the Board is an instrumentality of the State of New Jersey; and

**WHEREAS**, the Restructuring Act gives the Board the authority to advance economic development, community engagement and education programs; and

**WHEREAS**, an important education objective of the Board is to facilitate collaborative research and instructional programs between Rutgers – Camden and Rowan Universities; and

**WHEREAS**, Rutgers – Camden and Rowan Universities as two research institutions envision establishing Southern New Jersey as a meaningful research hub in the region; and

**WHEREAS**, both institutions are actively working with the Board to develop a Joint health Science Campus to house collaborative research initiatives; and

**WHEREAS**, both the institutions have submitted to the Board an initial funding proposal to develop a joint research model to accelerate the fight against diabetes; and

**WHEREAS**, the Academic and Finance Committees considered the proposal and voted affirmatively to send it to the full Board for its consideration.

**NOW, THEREFORE, BE IT RESOLVED** that the Board authorizes the funding of an initial phase of Rutgers University – Camden/Rowan University project to develop a research model to accelerate the fight against diabetes; and

**BE IT FINALLY RESOLVED**, that this Resolution shall take effect immediately.

**Rowan University/Rutgers-Camden Board of Governors  
July 14, 2015**

**Attachment: A Rutgers-Rowan cross collaboration research  
model to accelerate the fight against diabetes**



# Rowan University/Rutgers – Camden Board of Governors

## A JOINT RESEARCH PROPOSAL SUBMITTED BY ROWAN UNIVERSITY AND RUTGERS- CAMDEN

**Title:** A Rutgers-Rowan cross collaboration research model to accelerate the fight against diabetes

Simeon O. Kotchoni, Department of Biology, CCIB, Rutgers-Camden Campus  
Joseph V. Martin, Department of Biology, CCIB, Rutgers-Camden Campus  
Cathy Yang, Department of Chemistry, Rowan University

**Project Description:** The overarching goal of this project is to build and promote collaborations between Rutgers-Camden and Rowan University sharing knowledge and resources that accelerate innovative research to cure diabetes.

The goal of the proposal is to create an interdisciplinary group of scientists who will bridge gaps between disciplines by jointly exploring untapped synthetic and natural compounds to efficiently cure diabetes in our society. The interdisciplinary collaboration made of scientists in synthetic chemistry, purification of biomolecules, ethnobotany and animal physiology will tackle the problems of diabetes using two approaches, to support the timely development of ways to cure diabetes based on natural bioproducts and new synthetic molecules.

Diabetes is a major chronic illness affecting more than 25 million Americans. The cost of managing this disease is approximately \$176 billion in direct medical costs, with a per capita expenditure by the diabetic patient of \$7900/year directly attributed to diabetes. Despite widespread usage of anti-diabetic drugs, diabetes still occurs in staggeringly high numbers of patients around the globe. We propose a two-pronged approach to attack this problem. We will test compounds which have been synthesized to directly interact with a mechanism causing diabetes and molecules derived from African plants which are used in traditional medicine to treat and, in some cases, to virtually cure the disease.

Glucagon-like peptide-1 (GLP-1) is a gastrointestinal hormone, mainly secreted after meals, which enhances glucose-induced insulin secretion and induces satiety. It has been reported that GLP-1 levels after a mixed meal and after an oral glucose load are reduced in patients with Type 2 diabetes. The reduction of oral glucose-stimulated active GLP-1 levels in patients with Type 2 diabetes has also been observed. GLP-1 is rapidly inactivated by dipeptidyl peptidase IV (DPP-IV), an enzyme produced by endothelial cells in different districts and that circulates in plasma. The concept of DPP IV inhibition has been supported and strengthened by studies employing rodents with selective “knockout” or mutation of DPPIV. Many widely used hypoglycemic drugs (eg. Januvia) are known to act on dipeptidyl-peptidase VI (DPPVI) receptors, indicating the importance of the receptors in blood glucose regulation. They have produced sustained improvements in glycemic control in type 2 diabetes with apparent tolerability, lack of

weight gain or serious hypoglycemic, and with few adverse effects. We predict that oral administration of agents which modulate the DPPVI receptor will have important influences on glycemic status. These compounds with unique core structures as a second generation of DPPIV inhibitors are currently being synthesized in the Rowan laboratory of Dr. Cathy Yang which showed promising drug potency *in-vitro* and *in-vivo*.

At present, numerous plants and seeds in a Rutgers collection of medicinal plants are associated with the treatment and cure of diabetes. Our research agenda will focus on three most promising specimens: *Kaya senegalensis*, *Anarcadium occidentale*, and *Pemay*. Despite longstanding local knowledge of these plants' strong anti-diabetic properties, they are unknown in the Western world. Recognizing the potential for discovery, a Rutgers investigator, Dr. Simeon Kotchoni, traveled to Benin, Africa, where these remedies are commonly employed in a sequential manner, to study the plants' use and effects through in-depth consultation with traditional healers and by monitoring the progress of some 200 patients suffering from all types and severities of diabetes. Following the three treatment regimens, the patients surveyed do not need additional treatment and neither do they need recurrent administration of these the plants to keep the blood sugar under control.

**Significance and Impact:** The more recent incretin-based therapies address a previously unmet need in the diabetic therapeutic approach by modulating glucose supply. Their pharmacological action is based on gut incretin hormones, the glucose-dependent insulintropic peptide (GIP), and GLP-1, which appear to be malfunctioning in type 2 diabetes and have important effects on insulin and glucagon secretion. The novel approach of combining rational drug design with discovery of compounds from known traditional medicine plants promises the delivery of a broad range of pharmaceutical agents which will offer many treatment options for diabetes. The comparison of the efficacies and potential side-effects of the compounds will bring a level of sophistication to the creation of the next generation of the potential therapeutics which may offer long-lasting efficacy in the treatment of type 2 diabetes. Diabetes is an important target of the research because of the prevalence of the disease and the devastating severity of its effects.

**Specific Aim #1: Characterization, identification and full structural elucidation of phytocompound(s) - From mass spectrum to chemical formula**

The characterization of plant extracts/phytocompounds will be performed using Rutgers' newly acquired state-of-the-art preparative/analytical HPLC, and Bruker NanoBooster CaptiveSpray QTOF MS/MS Impact HD II Spectrometry equipped with high throughput software such as SmartFormula 3D to fully elucidate the chemical structure of the molecules in the plant samples. Initial preparative HPLC fractionation will be tested on diabetic mice to subsequently focus the study on bioactive fractions using a NanoBooster CaptiveSpray QTOF MS/MS system. The CaptiveSpray source (Bruker Daltonics) equipped with the nanoBooster is combined with the high resolution time-of-flight mass spectrometer (Impact HD, Bruker Daltonics) to improve mass accuracy, sensitivity and reproducibility. The identification of an unknown chemical substance by mass spectrometry alone is still a challenge. Quite often other information for a distinct chemical identification such as NMR data or elemental analysis is needed if the isotopic pattern is not considered in the calculation. Collecting this information requires time and

resources. The SmartFormula software of the QTOF MS/MS Impact HD II Spectrometry, however, extracts the necessary information for compound identification and chemical structure elucidation just from mass spectra without the need of NMR analysis. In addition our center has NMR system to fully elucidate molecules that might require the use of NMR tool. Overall, the SmartFormula 3D provides the user with an easy-to-use, powerful tool for the identification of complex molecules. The combination of exact mass, true isotopic pattern, reliable MS/MS spectra, NMR and a powerful algorithm, delivers a useful tool for structural identification by mass spectrometry.

### **Specific Aim #2: Synthesis of new compounds with activity on DPPVI receptors**

DPPIV inhibitor DN1011 has shown high efficacy in mice model which has been filed for *US, Patent*, 13/744,795, Jan 18, **2014**, PCT/US14/12180. The laboratory of Dr. Cathy Yang will synthesize new compounds including DNJ102 and DNJ103 based on DN1011 scaffold, , which are known to have inhibitory effects on the binding and activity of the DPPVIenzyme target. The detailed synthetic procedure is described in pending patent.

### **Specific Aim #3: Experimental characterization of the effects of the purified or newly synthesized anti-diabetic agents using models of diabetes in mice:**

The C57BL/6J strain of mice will show Diet-Induced Obesity (DIO) in response to a high-fat diet. C57BL/6J mice will be maintained on a high-fat (60 % fat) diet throughout the time in the Rutgers animal facility. These mice will become obese as soon as one week after being placed on the diet and, at 4 weeks, will show a hyperglycemic response to the administration of glucose. The animals will be kept in the facility for up to six weeks. The control group will receive low-fat food (10% fat) diet. These animals will be healthy.

C57BL/6J mice will have oral gavages, one/day. The mice will be gavaged using 18-20 gauge feeding tubes about 1.5 inches in length with a rounded tip. The gavage will include 2.0 mL/kg of the drug to be tested (DPPVI enzyme or African medicinal plant extract). Post-oral gavage, the mice will be gently handled daily and observed for signs of disease or distress. At the end of 3 days the animals are ready for the study. Brief inhalation anesthesia will be used during gavage to reduce trauma or death due to injuries of the esophagus.

During the experiment, blood sampling will be done by sterilizing the tail with 10% alcohol and then making a transverse nick (0.5-1mm) with a scalpel and collecting 5 µl of blood at the start of the experiment. Subsequently, after 30, 60, 120, and 240 min post- glucose, the wound will be reopened by abrasion with a cott

on ball and additional samples will be taken. The blood glucose levels will be determined with a glucose analyzer model (SureStep, Lifescan, Milpitas, CA, USA). After the experiments have completed, animals will be anesthetized and decapitated. Blood will be collected by cardiac puncture (1.5 mL per sample) for plasma measurements of blood glucose and DPPVI activity.

Demonstrating the biosafety (non-toxicity) of the lead candidates must be accomplished, yet the cytotoxicity screening of untested but highly potent lead compounds may prove challenging. To address this, we have reached out to Dr. Menghang Xia

(<http://www.ncats.nih.gov/research/reengineering/tox21/tox21.html>), group leader of Systems Toxicology in “Toxicology in the 21st Century (Tox21)” program at the National Center for Advancing Translational Sciences, who will provide the state-of-the art toxicity screening of the lead compounds. A collaborative effort on the part of multiple federal agencies, the Tox21 program, is equipped with a high-speed robot screening system built to test 10,000 different chemicals for potential toxicity at the same time, reducing to few hours, experimental processes that would formerly have taken several months or years. Individual botanical isolates and any new compounds that are created or derived throughout the course of the research agenda will be included in the toxicological assays, creating a broad-based system view of their toxicological profiles that will ensure the rapid identification of unsuitable candidate compounds.

**The Interdisciplinary research team**

**Dr. Kotchoni (Rutgers-Camden)** is a leading specialist in botany/plant biochemistry and ethnobotany. He is the key personnel in analytical phytochemical compound profiling with expertise in various spectroscopic analysis of a wide range of medicinal plants. He has extensive experience in the analysis of plant biochemistry and has collaborated successfully on several important publications on the medicinal attributes of plants.

**Dr. Martin (Rutgers-Camden)** is a key personnel in animal physiology and will provide expertise and research support on essential animal tests for experimental characterization of the compounds.

**Dr. Yang (Rowan University)** is a medicinal chemist/biochemist in the Department of Chemistry & Biochemistry who holds a joint appointment at Cooper Medical School of Rowan University. She has expertise in protein biochemistry focused on drug design targeting various proteases in physiological system. She will be instrumental in providing the proposed drug candidates and conducting DPPIV inhibition assays.

The fact that all participants perfectly complement each other allows us to accomplish this project in an efficient and timely manner. Importantly, the group is already functional. The participating scientists have taken advantage of the synergism of combining the best technologies from several disciplines to create a uniquely positioned team. This seed fund will provide a platform paving a way to capitalize on major funding which will rapidly accelerate this multidisciplinary project.

**Budget and Justification**

1. Purification, fractionation and characterization of phytochemicals (LC-MS grade solvents, LC columns, capillaries, filters, calibrants, and miscellaneous)-----	\$6,000
2. Bioassays (mouse purchase and animal housing) and related diabetic tests and kits-----	\$8,000
3. Synthetic chemistry supplies-----	\$2,800
4. Undergraduate Student-----	\$2,600
<b>Total (Rutgers) -----</b>	<b>\$19,400</b>
5. Synthetic chemistry supplies-----	\$6,000
6. DPPIV, DPP-8 and DPP-9 target biochemical assays-----	\$2,000
7. Undergraduate Student-----	\$2,600
<b>Total (Rowan) -----</b>	<b>\$10,600</b>
 <b>Grand Total -----</b>	 <b>\$30,000</b>

## **Sustainability**

As mentioned in the proposal, the main goal of the proposed activities is to take advantage of complementary strengths of each institution to create a strong and durable collaboration. For example, all testing of the samples in animal models of diabetes will be done at Rutgers-Camden, where Dr. Martin has expertise and facilities for animal testing. On the other hand, Dr. Yang has expertise and facilities for medicinal chemistry and will be able to provide synthetic test compounds. The test compounds will be new compounds with activity on DPPVI receptors or derived from the molecules which will be identified from the natural product purifications. Dr. Kotchoni will provide the expertise in purification of natural products. As can be seen, the collaboration formed with the support of the Rowan University-Rutgers Camden Board of Governors will have far more impact than any of the groups working alone. The project will firmly establish a long-lasting collaboration which will be sustained for years by the nature of its strong benefits to all groups involved.

Using the results obtained during the period of support, there will be at least two separate grant proposals submitted to obtain substantial further long-term support. One proposal will have to do with the compounds which are being synthesized with activity on DPPVI receptors and the other will lay out experiments on the compounds derived from the natural sources. One possible mechanism that will be investigated in the second grant will be the potential of the natural compounds to interact with DPPVI receptors. The agencies which will be targeted include the National Institute of Diabetes and Digestive and Kidney Diseases (NIDDK) and the National Center for Complementary and Integrative Health (NCCIH) of the National Institutes of Health (NIH) and the American Diabetes Association (ADA). The preliminary results obtained during the period of the Rowan University-Rutgers Camden Board of Governors support will greatly enhance the chances of long-term funding.

## **Potential Commercialization**

We anticipate that the completion of the proposed project will provide new and alternative nutraceuticals and pharmaceuticals to treat diabetes that will lead to intellectual property. The initial required step toward eventual commercialization of deliverable products is the accomplishment of a patent application. The offices of technology transfer at Rutgers and Rowan will be consulted in the process. This funding will help us to carry out the proposed project and complete our patent applications.

To promote the commercialization of our products, we have contacted Suzanne Zammit, the Rutgers Camden Business Incubator program manager and President of the New Jersey Business Incubator Network (NJBIN). Suzanne Zammit mentors over 75 companies, angel investors and venture firms with collective total of over \$300 million in potential investment capital. She has numerous contacts in biotech start-up companies, including pharmaceuticals from natural products. Her team is well aware of our project and prepares to market the deliverable of our proposal after completion of intellectual property application.



# Rowan University/Rutgers – Camden Board of Governors

## RESOLUTION Medical Assistants Training Program No. 2015-07-03

**WHEREAS**, the Rowan University/Rutgers-Camden Board of Governors (hereinafter “Board”), has been constituted under New Jersey Medical and Health Sciences Education Restructuring Act (hereinafter “Restructuring Act”), P.L.2012, c.45, s.34; and

**WHEREAS**, the Board is an instrumentality of the State of New Jersey; and

**WHEREAS**, the Legislature created the Board with the vision that it would leverage existing education, research and medical assets in Camden to create and sustain a pipeline of educational and employment opportunities for residents of Camden and the surrounding areas; and

**WHEREAS**, the Board has an affirmative duty to develop programs that will augment a broader effort to prepare a new generation of health care providers in southern New Jersey and the region; and

**WHEREAS**, the demand for health care professionals will continue to grow and be a sustaining source of employment; and

**WHEREAS**, New Jersey projects a twenty to thirty percent retirement turnover and a critical shortfall of trained health care workers in many areas; and

**WHEREAS**, health care employment in the eight southern counties is projected to experience growth of more than 17 percent from 2008 through 2018—adding nearly 50,000 new positions in the health care and social assistance and education and health services employment sectors.

**WHEREAS**, there is a tremendous need in Camden and the surrounding areas for entry level Medical Assistants; and

**WHEREAS**, training and educating high school students in Camden in the health space is a pragmatic approach to developing a pipeline of city residents who can be trained, educated and employed by various health care institutions in the city; and

**WHEREAS**, the concept for this program was developed in consultation with the Camden Board of Education, Camden County College, area hospitals and the Camden Coalition of Health Care Providers; and

**WHEREAS**, in FY 2015 the Board funded the Medical Assistants Program in partnership with the Camden Coalition of Health Care Providers; and

**WHEARES**, 10 Camden public school students have already been recruited and are currently participating in an apprenticeship program at Cooper University Health Care, Virtua and Lourdes Health System; and

**WHEARES**, these students will attend Camden County College in the Fall of 2015 through federal grants, which are administered by Camden County's "One-Stop" Center; and

**WHEREAS**, the Board strongly believes that the program should continue through recruitment of more students in FY 2016; and

**WHEAREAS**, Academic, Finance and Executive Committees endorsed the extension of the program and recommended it be sent to the full Board for its consideration.

**NOW, THEREFORE, BE IT RESOLVED** that the Board is authorizing the extension of the Medical Assistants Training Program in conjunction with Camden County College, Camden Coalition of Health Care Providers, Rutgers – Camden, Rowan University and the Camden Board; and

**BE IT FUTHER RESOLVED** that the Board is authorizing the Chief Executive Officer to allocate up to Thirty Five Thousand Dollars (\$35,000) from the FY 2016 budget to the Camden Coalition of Health Care Providers, which will manage the program for the Board;

**BE IT FURTHER RESOLVED** that this Resolution will take effect immediately.

**Rowan University/Rutgers-Camden Board of Governors**  
**July 14, 2015**



## Rowan University/Rutgers – Camden Board of Governors

### RESOLUTION Funds No. 2015-07-04

**WHEREAS**, the Rowan University/Rutgers-Camden Board of Governors (hereinafter “Board”), has been constituted under New Jersey Medical and Health Sciences Education Restructuring Act (hereinafter “Restructuring Act”), P.L.2012, c.45, s.34; and

**WHEREAS**, the Restructuring Act provides that Rowan University and Rutgers-Camden shall each appropriate \$2.5 Million to the Board annually for operation of the Board; and

**WHEREAS**, the Board is seeking funds for FY 2016.

**NOW, THEREFORE, BE IT RESOLVED** that the Board is authorizing the Chair to submit necessary documentation to Rowan University and Rutgers-Camden to facilitate the transfer of funds in the amounts and as authorized under the Restructuring Act for FY 2016.

**BE IT FURTHER RESOLVED** that this Resolution will take effect immediately.

**Rowan University/Rutgers-Camden Board of Governors**

**July 14, 2015**



## Rowan University/Rutgers – Camden Board of Governors

### RESOLUTION Operating Budget No.2015-07-05

**WHEREAS**, the Rowan University/Rutgers-Camden Board of Governors (hereinafter “Board”), has been constituted under the New Jersey Medical and Health Sciences Education Restructuring Act," P.L.2012, c.45, s.34; and

**WHEREAS**, the Board is an instrumentality of the State of New Jersey and as such is required to ensure that the funds it receives from Rowan University and Rutgers University – Camden are handled in accordance with standards required of governmental bodies;

**WHEREAS**, the Chief Executive Officer presented the operating budget for fiscal year 2016 to the Finance and Executive Committees and received the consent of the members to send it to the full Board for its consideration.

**NOW, THEREFORE, BE IT RESOLVED** that the Board is approving the operating budget attached hereto for fiscal year 2016; and

**BE IT FURTHER RESOLVED** that the Board retains the full authority to approve expenditures outlined in the budget with the exception of those nominal business expenditures the Chief Executive officer is authorized to incur on behalf of the Board, consistent with the bylaws and Board approvals; and

**BE IT FURTHER RESOLVED** that this Resolution will take effect immediately.

**Attachment: FY 2015 Operating Budget  
Rowan University/Rutgers- Camden Board of Governors  
July 14, 2015**



## Rowan University/Rutgers – Camden Board of Governors

### Operating Budget – FY 2016

Attached for the consideration of the Board is the FY 2016 Operating Budget for the Rowan University – Rutgers Camden Board of Governors. Under Section 34(e) of the Restructuring Act, “Rowan University and Rutgers University-Camden shall each appropriate \$2,500,000 per year to the Rowan University-Rutgers Camden Board of Governors for administration and other necessary expenses.” To date both the universities have transferred the statutorily mandated amounts for FY 2014 and FY 2015 to the Board’s bank account. During its July 14, 2015, meeting the Board authorized the Chief Executive Officer to invoice the two universities for FY 2016 funds as authorized under law.

Anticipating that both the universities will transfer FY 2016 funds over the next few weeks, a draft operating budget has been developed for consideration by the Board.

The main objective in developing this budget was to demonstrate through a transparent and accountable process how the Board intends to allocate resources over the next fiscal year. To accomplish this objective, the Chief Executive Officer developed a forecast of all expenditures based foremost on need. The line-items contained in the operating budget documents are projected expenditures. Of note are the following expenditure categories:

- ✓ Set aside of reimbursable pre-development and development costs associated with the new Joint Health Sciences Building. These costs include property acquisition, planning, design, engineering fees and other costs. The State’s Bond Counsel will determine which costs are reimbursable.
- ✓ Set aside of funds to pay for the Board’s equity contribution towards the Joint Health Sciences Center.
- ✓ Set aside of funds to develop and implement collaborative academic programs with Rowan University, and Rutgers University – Camden.

The allocations contained in the operating budget are forecasts and intended for planning purposes only. It is fully expected that advancement of programs, hiring of staff or expenditures in general will be authorized by the Board. The Chief Executive Officer is allowed to incur nominal expenditures on behalf of the Board pursuant to the bylaws.

## ROWAN UNIVERSITY-RUTGERS CAMDEN BOARD OF GOVERNORS FY 2016 BUDGET

RECEIPTS		FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
<b>Operating Receipts</b>				
	Rowan University	\$2,500,000	\$2,500,000	\$2,500,000
	Rutgers Camden	\$2,500,000	\$2,500,000	\$2,500,000
	Carry Forward			
	From FY 2014	\$5,000,000	\$4,990,000	
	From FY 2015			\$8,189,565
	Total Operating Receipts	\$ 10,000,000	\$ 9,990,000	\$ 13,189,565
<b>Non-Operating Receipts</b>				
	Interest Income	\$ 3,000	\$ 3,927	\$ 5,000
	Total Non-Operating Receipts	\$ 3,000	\$ 3,927	\$ 5,000
<b>Total Receipts</b>		<b>\$ 10,003,000</b>	<b>\$ 9,993,927</b>	<b>\$ 13,194,565</b>
<b>EXPENSES</b>				
<b>Operating Expenses</b>				
	Professional Services			
	- Strategic Consultant	\$100,000	-	-
	- Accounting and Legal			
	- Accounting	\$ 25,000	\$ 3,987	\$ 8,000
	- Legal	\$128,000	\$50,783	\$125,000
	- Planning & Architect	\$125,500	\$92,500	\$100,000
	- Financial Advisory Services	\$ 25,000	-	\$10,000
	Subscriptions	\$ 1,000	-	\$ 1,000
	Property, General, Personal & WC Insurance	\$ 2,641	\$ 2,648	\$ 3,000
	Continuing Ed, Train'g & Community Programs	\$ 20,000	\$33,070	\$45,000
	Maintenance and Repairs	\$ 1,000	\$0	\$30,000
	Office Supplies			
	- Paper, Folders, Files Folders, Labels, etc.	\$ 6,000	\$2,189	\$ 6,000
	-Computer related Equip.& Services	\$ 1,000	\$1,586	\$ 3,700
	- Postage	\$ 700	\$150	\$ 1,000
	- Copier & Printing services	\$ 2,000	\$2,100	\$ 3,500
	- Board Mtg Related Purchases	\$ 1,200	\$1,247	\$ 1,200
	Telephone	\$ 801	\$1,262	\$ 2,000
	Email, Fax & Web hosting Services (Comcast)	\$ 2,100	\$1,967	\$ 2,500
	Rent	\$24,600	\$24,600	\$24,600
	Legal Advertising	\$ 2,500	\$2,457	\$ 3,500

**DRAFT-CONFIDENTIAL**

Salaries and Wages				
- CEO Wages	\$275,000	\$272,893	\$275,000	
- Executive Assistant	\$ 30,000	\$31,267	\$ 37,000	
- Acting Board Secretary	\$ 13,800	-	\$ 2,000	
- Director of Project Management	\$125,000	\$75,863	\$112,200	
- Program and Policy Development Analyst	\$125,000	-	\$ 80,000	
- Interns (Fall/Spring)	\$ 20,000	\$500	\$20,000	
Fringe Benefits	\$239,102	\$35,650	\$105,000	
Payroll Taxes (Employer)	\$50,000	\$28,364	\$50,000	
Travel	\$ 9,500	-	\$ 9,300	
Academic Programs	\$315,000	-	\$275,000	
<b>Total Operating Expenses</b>	<b>\$ 1,671,444</b>	<b>\$ 665,083</b>	<b>\$ 1,335,500</b>	

<b>Capital Expenses</b>			
<b>Joint Health Sciences Center</b>			
Architect With Contingency (reimbursable)	-	-	\$2,950,000
Project Development Administration (CCIA) (reimbursable)	-	-	\$300,000
Land Acquisition With Contingency (reimbursable)	-	-	\$3,000,000
Demolition/Engineering With Contingency (reimbursable)	-	-	\$400,000
Site Civil With Contingency (reimbursable)	-	-	\$200,000
Legal (reimbursable)	-	-	\$250,000
Appraisals (reimbursable)	-	-	\$ 55,000
Survey (reimbursable)	-	-	\$ 25,000
Property Acquisition & Relocation Coordinator (reimbursable)	-	-	\$100,000
Joint Board Contribution	-	-	\$1,450,000
Insurance (reimbursable)	-	-	\$ 10,000
Title Work (reimbursable)	-	-	\$ 9,500
Total Capital Expenditures for the JHSCP	-	-	\$8,749,500
<b>HS Campus (Phases II &amp; III) &amp; Other Capital Projects</b>			
Capital and Soft Costs (TBD)	-	-	\$3,109,565
Total Capital Costs for Phase I & II	-	-	\$3,109,565
<b>Total Capital Expenses</b>	<b>-</b>	<b>-</b>	<b>\$ 11,859,065</b>

**DRAFT-CONFIDENTIAL**

<b>Non-Recurring Expenses</b>				
	Furniture, Equipment and Software			
	- Printer & Warranty	\$ 575	\$ 505	0
	- Computers (2)	\$ 3,440		0
	- Telephone	\$ 507	\$ 507	0
	- Domain Name (3 years from Go Daddy)	\$ 34	\$ 34	0
	Health Sciences Project Costs (TBD)	\$8,302,000	\$1,133,753	0
	Rowan Univ. Services - Provided in FY '14 & '15	\$25,000	\$ 4,480	0
	<b>Total Non-Recurring Expenses</b>	<b>\$8,331,556</b>	<b>\$1,139,279</b>	<b>\$ -</b>
	<b>Total Expenses</b>	<b>\$ 10,003,000</b>	<b>\$1,804,362</b>	<b>13,194,565</b>
	<b>Net Receipts</b>	<b>0</b>	<b>\$ 8,189,565</b>	<b>0</b>



## Rowan University/Rutgers – Camden Board of Governors

### RESOLUTION Insurance Brokerage Services No. 2015-07-06

**WHEREAS**, the Rowan University/Rutgers-Camden Board of Governors (hereinafter “Board”), has been constituted under New Jersey Medical and Health Sciences Education Restructuring Act (hereinafter “Restructuring Act”), P.L.2012, c.45, s.34; and

**WHEREAS**, the Board is an instrumentality of the State of New Jersey; and

**WHEREAS**, the Board needs to have various liability, workman’s compensation, property and health care insurance policies; and

**WHEREAS**, it is advantageous to retain an insurance agent who may then recommend and obtain appropriate insurance coverage for the Board.

**WHEREAS**, the Board procured the services of an insurance brokerage agent through a publicly advertised process; and

**WHEREAS**, the procurement committee reviewed the response and consents to send its recommendation of an insurance brokerage agent to the full Board for its consideration.

**NOW, THEREFORE, BE IT RESOLVED** that the Board is approving the appointment of M&C Insurance Agency as the insurance agent for the Board; and

**BE IT FURTHER RESOLVED**, the Board is authorizing the Chief Executive Officer to review and approve personal and property liability insurance, health care and workman’s compensation insurance policies recommended by M&C Insurance Agency so long as they are consistent with FY 2016 budget allocations; and

**BE IT FURTHER RESOLVED**, that the Chief Executive Officer shall report back to the Finance Committee the cost of each policy; and

**BE IT FURTHER RESOLVED**, that this Resolution will take effect immediately.

**Rowan University/Rutgers-Camden Board of Governors  
July 14, 2015**



## Rowan University/Rutgers – Camden Board of Governors

### RESOLUTION Parking No. 2015-07-07

**WHEREAS**, the Rowan University/Rutgers - Camden Board of Governors (hereinafter “Board”), has been constituted under New Jersey Medical and Health Sciences Education Restructuring Act (hereinafter “Restructuring Act”), P.L.2012, c.45, s.34; and

**WHEREAS**, the Board is an instrumentality of the State of New Jersey; and

**WHEREAS**, the Board owns Block 181, lots 75-87, which currently serves as a parking lot; and

**WHEREAS**, the Board believes it is in its best interest to continue operating lots 75-87 as a parking lot until the Health Sciences Project commences; and

**WHEREAS**, it is cost efficient to have a government agency that operates parking lots in the city to assist the Board in overseeing parking operations on lots 75-87; and

**WHEREAS**, the Board can enter into a shared services agreement with a government agency to manage the parking operations on lots 75-87; and

**WHEREAS**, the Capital, Finance and Executive Committees have been briefed on the need to enter into a shared services agreement with a government agency to manage the parking operations on lots 75-87 and those committees have consented and agreed to send the CEO’s recommendation to the full Board for its consideration.

**NOW, THEREFORE, BE IT RESOLVED** that the Board is authorizing the CEO to enter into a shared services agreement with a government agency to manage the parking operations on Block 181, lots 75-87, which are owned by the Board; and

**BE IT FURTHER RESOLVED**, that this Resolution will take effect immediately.

**Rowan University/Rutgers-Camden Board of Governors  
July 14, 2015**



## Rowan University/Rutgers – Camden Board of Governors

### RESOLUTION

#### Consenting to Expenditures by the Camden County Improvement Authority No. 2015-07-08

**WHEREAS**, the Rowan University/Rutgers-Camden Board of Governors (hereinafter “Board”), has been constituted under the “New Jersey Medical and Health Sciences Education Restructuring Act,” P.L.2012, c.45, s.34; and

**WHEREAS**, the Board is an instrumentality of the State of New Jersey; and

**WHEREAS**, the Board is undertaking the development and construction of a Joint Health Sciences Center in Camden; and

**WHEREAS**, pursuant to Resolution No. 2015-06-05, the Chief Executive Officer signed a shared services Memorandum of Understanding (MOU) with the Camden County Improvement Authority (CCIA) pertaining to the Joint Health Sciences Center; and

**WHEREAS**, the CCIA at the Board’s direction engaged various professional service providers to advance preliminary development work pertaining to the Joint Health Sciences Center, including site preparation, and appraisal services; and

**WHEREAS**, the Board and the CCIA memorialized the scope of each service to be procured and agreed that the Board would reimburse the CCIA for the cost of the work provided by the professional service vendor;

**WHEREAS**, various committees of jurisdiction at the Board have been briefed by the Chief Executive Officer on the expenditures incurred by the CCIA on behalf of the Board and has received authorization to proceed.

**NOW, THEREFORE, BE IT RESOLVED** that the Board is consenting to the expenditures incurred by the CCIA; and

**BE IT FURTHER RESOLVED** that this Resolution will take effect immediately.

**Rowan University/Rutgers - Camden Board of Governors  
July 14, 2015**

**Attachment: CCIA Expenditures**

## **CAMDEN COUNTY IMPROVEMENT AUTHORITY**

### **EXPENSES INCURRED ON BEHALF OF THE BOARD**

- Demolition Engineering Documentation for Site Preparation \$46,000 (T&M Associates)

