



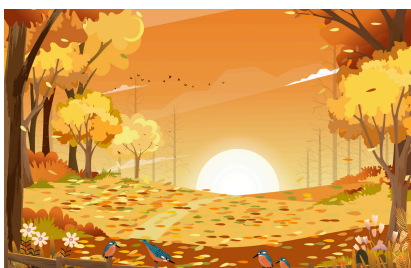
STOCKTON UNIVERSITY | ADMINISTRATION & FINANCE



**WE'RE
HERE
FOR
YOU**

NEWSLETTER HIGHLIGHTS

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WELCOME

We are pleased to present our Fall 2025 newsletter. We hope you had a great summer. Thank you for taking the time to read these important updates and informational items.

PROCUREMENT, CONTRACTING & RISK MANAGEMENT

New Bid Thresholds

On a two-year cycle, the Governor, in consultation with the Department of the Treasury, adjusts and establishes the bid threshold value. The bid threshold is used to determine the specific price thresholds at which goods or services require quote solicitation, or public bidding. Effective July 1, 2025, the State College Contracts Law public works bid threshold is \$42,600, while the non-public works bid threshold is \$119,800. For more information on the significance of these bid thresholds, please visit the Procurement & Contracting [website](#).



BUDGET & FINANCIAL PLANNING

Revenue Budget Transfers

If you earn revenue in your University operating organization (org), it will be posted to a '5' account in the YTD Activity field. It will also show as a negative balance in the Available Balance field. When this happens, the revenue balance can be transferred to an hourly or non-salary account. If you require those funds to cover current, associated expenses, you can e-mail budget@stockton.edu to request a budget transfer. Please remember that you are not required to transfer the revenue. If you have sufficient operating budget and do not need the budget, it can remain in the revenue account and be used when needed during the current fiscal year. Please contact the Budget Office if you have any questions regarding University operating revenue.

FY 2027 Budgets

The Budget Office is already planning for the FY 2027 Budget. If you know of any University operating organization (org) changes or transfers that will be effective in FY 2027, feel free to let the Budget Office know so that we can start updating the budget allocation sheets. Please contact the Budget Office at budget@stockton.edu with any questions regarding your budget. It's never too early to start planning for next fiscal year!



CAMPUS SERVICES

FY 2026 Dining Services' New Looks & Mobile Ordering

We are pleased to announce some exciting changes and new looks for two of our national brands in FY 2026. First, Dunkin' will experience a refresh over winter break. This will bring updated equipment and ergonomic improvements to the venue. Second, Chick-fil-A will be remodeled to transform from an express to full-service model. The campus community will benefit by having expanded menu offerings.



Chartwells looks forward to rolling out its mobile ordering app, which is available now. No more waiting in lines--just order, pay, and pick up your food. Download the "Boost: Mobile Food Ordering" app to order ahead at all retail dining locations on campus. More information and a special coupon can be found at the end of the newsletter.



Employee Discount - Every Friday at The Nest

The Food Hall at The Nest offers "Faculty & Staff Fridays," which is a discounted lunch rate of \$7.79. This offer has been expanded to include every Friday. Be sure to visit The Nest for a delicious lunch at a special discounted rate in appreciation of our faculty and staff.





NEW Catering Menus Online

Stockton Dining is proud to offer quality service and a wide selection of menus and price points. Check out the new catering menus at: stockton.catertrax.com. Contact the catering team by phone at: 609-652-4772 and 609-626-3435, or by e-mail at: catering@stockton.edu.

CARVED + CRAFTED
Catering

From crafting the perfect menu to attending to all the personalized touches, our team is here to ensure that your gathering is nothing short of extraordinary. Whether it's a grand celebration or an intimate affair, we pride ourselves on our ability to accommodate any size, theme, budget, or specific requirements, no matter the location – whether on or off campus.

Stockton.Catertrax.com

STOCKTON DINING

CHECK OUT THE MENU!

Chartwells

Passion Fruit Boba HIGHER ED

Follett Bookstore

As a reminder, the Lower F-Wing textbook store has moved. The Campus Center Bookstore is now your one-stop-shop for course materials, Stockton University gear, and campus essentials.



Thank You Coupon

Follett thanks the Stockton Faculty and Staff for their continued support. As a token of their appreciation, please find a coupon below, which can be used at your convenience.

**FACULTY & STAFF
APPRECIATION**

**20% OFF ONE APPAREL
OR GIFT ITEM***

FOLLOW THESE EASY STEPS:

- 1) Visit CampusWelcome.com.
- 2) Enter your e-mail address.
- 3) Enter access code: **0397**.
- 4) Show your coupon e-mail at the register or use it online for your discount.

STOCKTON UNIVERSITY BOOKSTORE
F-Wing - Main Level
StocktonUshop.com

*See store for details. Restrictions apply.



FISCAL AFFAIRS

Stockton University is Sales Tax Exempt

Stockton University is a tax-exempt organization, and all business-related purchases made for official University purposes are exempt from sales tax. For a purchase to qualify for exemption, it must be paid with University funds. Purchases made with a personal credit card do not qualify for sales tax exemption, even if they are later reimbursed. The University currently holds sales tax exemptions in New Jersey, Florida, Massachusetts, and Connecticut. These certificates, including one specifically for Home Depot, can be found on the Fiscal Affairs - Tax Compliance webpage under "Sales Tax": <https://stockton.edu/fiscal-affairs/tax-compliance.html>.

To ensure compliance and avoid unnecessary tax charges, please supply the appropriate sales tax exemption form prior to or at time of purchase.

Please e-mail tax@stockton.edu with any questions.

Clothing/Apparel Purchases

The University is currently developing a formal procedure to guide the purchase, distribution, and potential taxable fringe benefit of clothing/apparel items. This procedure will be effective January 1, 2026. In the meantime, to help us remain in compliance with IRS guidelines, please keep detailed records of any purchase and distribution of clothing/apparel items. To assist with record keeping, a template can be found on the Tax Compliance webpage under "Taxability of Employee Fringe Benefits" at:

<https://stockton.edu/fiscal-affairs/tax-compliance.html>.

Please e-mail tax@stockton.edu with any questions.

Cost Sharing

Cost Sharing, often referred to as a "match," is a portion of a grant-funded project's total expenses not reimbursed by the funding agency. It is a financial commitment from Stockton to support the project for actual costs required to complete the scope of work. These costs may include salary, fringe benefits, supplies, and/or facilities and administrative expenses. Cost share commitments require permission from the Provost and the Budget Unit Manager before the proposal is submitted, as the cost share will essentially reduce the unit's operational budget. These costs are recorded under a separate fund number for reporting and audit purposes.

Please refer to <https://stockton.edu/research-sponsored-programs/documents/Grants-Manual.pdf> or contact Ann Marie White at annmarie.white@stockton.edu for more information.

Fiscal Year 2025 Financial Statements

Thank you to all who assisted with year-end financial processes. Issuance of the FY 2025 financial statements is anticipated towards the end of the calendar year. Statements will be made available on the Fiscal Affairs' webpage.





HUMAN RESOURCES

Supervisor Training News

The Office of Human Resources is pleased to announce Module 3 of the Supervisory Development Training Series for all supervisors. This series is designed to help managers and supervisors understand the expectations of all Stockton supervisors, provide an opportunity to build skills related to those expectations, and learn tips and tools for supervising effectively.

Facilitating Difficult Conversations

- 2.5-hour, in-person training scheduled in small groups
- Sessions will be offered starting mid-August, and will run through the end of September.
- Supervisors can [RSVP here](https://stockton.qualtrics.com/jfe/form/SV_2bilyiYTn3KFGmi) for a date: https://stockton.qualtrics.com/jfe/form/SV_2bilyiYTn3KFGmi.

RSVP/scheduling questions can be directed to Melissa Hughson at:

melissa.hughson@stockton.edu. Questions

about the entire supervisory development series can be directed to Christy Cunningham at:

christy.cunningham@stockton.edu.

Tuition Waiver Benefit for Adjunct Faculty

Tuition waivers are now available for adjunct faculty. The [Adjunct Tuition Waiver MOA](#) reviews the eligibility, requirements, and steps to receive this benefit. Application forms can be found at [Tuition Waiver and Reimbursement Forms](#). Questions about this benefit can be directed to Kristen Shaughnessy at kristen.shaughnessy@stockton.edu.



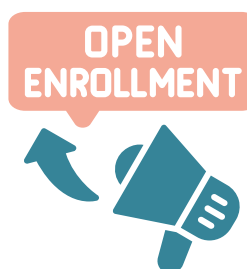
Social Security 101 – Everything You Need to Know – Workshop, September 18th

The Office of Human Resources will be hosting a free Social Security education workshop on the Galloway Campus on Thursday, September 18th at 11:00 a.m. in Campus Center MR#5. Social Security Administration's Public Affairs Specialist, Earth M. Nieves, will educate Stockton employees on eligibility for retirement benefits, early retirement, Medicare, and disability, survivors, and spousal benefits, as well as discuss the future of Social Security. Participants will also learn how to navigate their personal [my Social Security](#) online account and other online services.

If you would like to attend this workshop, please [RSVP here](#). Space is limited. To get the most out of the workshop, participants are encouraged to create an online account and then print and bring their own personal Social Security statement to the workshop.

Open Enrollment in October

The State Health Benefits and the New Jersey Tax\$ave Flexible Spending Account Programs will once again hold the annual Open Enrollment period during the month of October. Further information will be e-mailed to employees at the beginning of October.

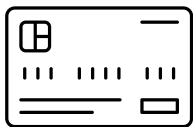




ACCOUNTS PAYABLE

New Pcard Program

The University is working towards a transition from Bank of America to U.S. Bank as its Pcard program provider. Bank of America will remain our provider until this transition is complete. Please visit the Pcard webpage for updates and additional resources. Training sessions will be provided as we near implementation. Please reach out to Pcard@stockton.edu with any questions.



Upgrade to Banner 9 Self-Service

With the announcement that Ellucian will no longer be supporting Banner 8 Self-Service, it is time to start migrating to Banner 9 Self-Service. Please note that Banner 8 will be decommissioned on December 31, 2025. Updated training documents will be created and posted to the Accounts Payable and Payroll webpages, and further details will be shared for upcoming training sessions.

BURSAR'S OFFICE

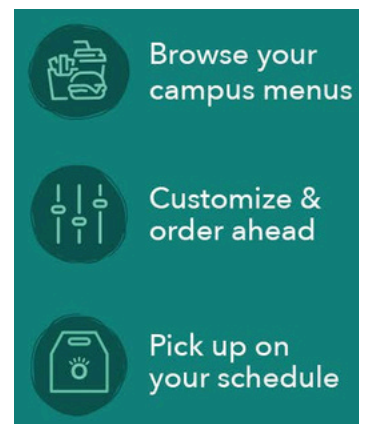
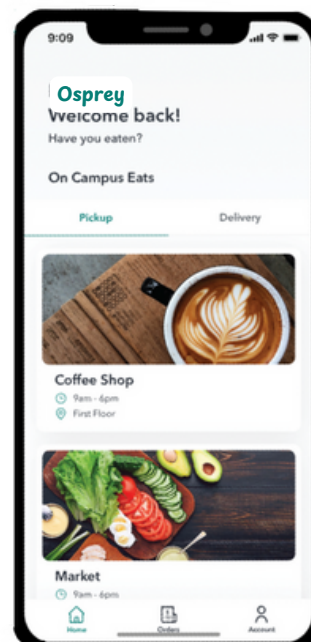
Important Dates

Please visit our [webpage](#) to find important deadlines including bill due dates, last day to drop courses, change/cancel meal plans, and more.

*Boost Mobile Ordering

bööst

Campus Eats, Your Way.



Get the app



20% off
your first mobile order!

DINE20



SCAN TO
DOWNLOAD

Promo is one time use per user. Maximum \$5 off of mobile purchase, excluding taxes. Cannot be combined with any other offers. Terms and conditions apply.



A&F DIVISION UPDATES

Reminder: Name Badge Ordering and Sales Tax Exemption Letter

For those wishing to order a custom Stockton name badge for your department, please visit [this page](#), which is part of University Relations & Marketing's [brand guide](#). There, you will find a step-by-step guide that explains exactly how to create and order badges.

Please be sure to e-mail the company the sales tax exemption letter before placing an order. The vendor will not refund sales tax after the order has been received. Thank you!



Institutional Memberships

Institutional memberships no longer require approval from the President's Office. All related invoices should be sent to Administration.Finance@stockton.edu for processing.



Brittany Medio – Interim Title IX Coordinator

Ms. Medio joined the Office of Human Resources on July 30, 2025. She is an attorney with extensive experience in investigative matters and previously served as Stockton's Director of Title IX and EEO, as well as Associate General Counsel.



Katie Sefcik gave birth to Callie Jane on June 27, 2025.





A&F Retreat Photos

Members of A&F recognized “National Hunger Day” with a community service project to support the Atlantic City Rescue Mission. Together, the A&F team assembled 860 cutlery/napkin wraps and collected 45 bulk-sized seasonings at the request of AC Rescue Mission’s kitchen.





A&F Retreat Photos

