

May 20, 2020

Ms. Kirsten Loewrigkeit  
Office of Administration & Finance

Dear Kirsten:

I am happy to advise you of your reappointment to the position of Vice President in the Office of Administration & Finance for the period July 1, 2020 through June 30, 2021.

As you know, appointments of all personnel are subject to the availability of funds and to the programmatic needs and policies of the College. If any financial or programmatic adjustments have to be made which will affect this appointment, either before or after the start of your employment contract, you will receive further communication from me.

At Ramapo College, the expectations of a member of the administration include, as College needs dictate, regular business hours as well as periodic evening and weekend commitments. It is also expected that you will support the mission of the College, support and actively facilitate strategic planning, demonstrate transparency and fairness in personnel decisions and conduct institutional affairs with fiscal prudence and ethical managerial leadership. Further, you commit to actively participate in College-wide events, such as Commencement, Opening Convocation, State of the College Address, Founders' Day and other College-wide celebratory event

Please accept my congratulations and best wishes for continued success.

Sincerely,



Peter P. Mercer, J.D., Ph.D.  
President

Cc: Benefits  
Employee File  
Payroll