

**THE RICHARD STOCKTON COLLEGE
OF NEW JERSEY
BOARD OF TRUSTEES**

**MINUTES
April 14, 2004**

- Trustees Present:** Michael Jacobson, Esq., Chair
Hon. Gerald Weinstein, Vice Chair
Dr. James Yoh, Member-at-Large
Ms. Celeste Carpiano
Mr. Stanley M. Ellis
Ms. Carole Applegate Hedinger
Dr. Clarence C. Hoover, III.
Carmen R. Matos, Esq.
Ms. Imani Movva, Student Trustee
Mr. Steven Radwanski, Student Trustee Alternate
Dr. Herman Saatkamp, Jr., President and Ex Officio
- Call to Order and Roll Call:** Chairman Jacobson called the meeting to order at 1:30 p.m. on Wednesday, April 14, 2004 in Room K203k. On June 23, 2003, notice of this meeting as required by the Open Public Meeting was (a) posted in the Business Services Office of the College, (b) sent to the editors of *The Press* and the *Vineland Times Journal*, and (c) filed with the Secretary of State.
- Approval of Minutes of February 18, 2004:** Upon a motion by Trustee Carpiano and second by Trustee Hoover, the Board voted to adopt the minutes of the February 18, 2004 meeting.
- Resolution to Meet in Closed Session:** Upon a motion made by Vice Chairman Weinstein and second by Trustee Matos, the Board voted to adopt the Resolution to Meet in Closed Session.
- Return from Closed Session:** Chairman Jacobson reconvened the Open/Public Session at 3:45 p.m. upon the Board's return from Closed Session.
- Public Hearing (3:45-4:15 p.m.) – College Tuition and Fees for 2004 Summer Session:** Chairman Jacobson called upon President Saatkamp to report on tuition and fees for Summer 2004. President Saatkamp stated the process for the public hearing today regarding tuition and fees would be different from prior years, because the board would only vote on tuition and fees for summer 2004. A vote on Fall 2004 tuition and fees will be conducted at the June meeting, giving the administration additional time to think through the tuition and fees issue. A public meeting with students was also held April 13-14, 2004 to discuss tuition and fees. Next year,

President Saatkamp will start the process earlier to include more opportunity for involvement in the process. Additionally, meetings will also be scheduled with senior staff in Student Affairs.

Dr. Saatkamp reminded the audience that bachelor's degree holders, on average, earn \$30,000 more per year and \$1 million more over a lifetime, than those without the degree. A slide presentation was given by Dr. Saatkamp which highlighted the following points:

- Stockton's tuition increase last year was 9% verses the national average of 14%.
- In 2003-2004 state mandated increases in salaries, totaling over \$3 million, were funded by the College.
- In 2002, Stockton received the lowest state support of any other state college for full-time equivalent student. The College is now ranked number three and receives about \$4,100 per student, but still is under funded by about \$600 per student.
- In 2000 47% of the revenue came from state appropriation, 45% from tuition and fees, and 8% from earned income.
- In 2004 Stockton's budget was comprised of state funding (40%), tuition and fees (58%), and earnings (2%) due largely to decreasing allocation of state funding, increasing dependence on tuition and poor returns on earnings.

In closing President Saatkamp remarked on Stockton's success in attracting some of the best students in the state, high retention rates, and maintaining one of the lowest tuition and fee structures in New Jersey. Dr. Saatkamp announced the Board's recommendation will be a 6% tuition increase for the summer, when most colleges were proposing 7% to 10% increases.

Penny Dugan, Associate Professor of Writing, inquired about salary increases. President Saatkamp remarked there were no pay increases for 2004, except for increases in COLA, and incremental step increases, which averaged about 2.9%.

Scott Ackerman, Editor of the Agro newspaper, inquired about the utilization of the summer increase and caps on student admits. Mr. Charles Klein, Associate Vice President for Fiscal Affairs, responded construction fees will fund college building repairs and the college center fee will cover the hiring of an athletic trainer and additional salary increases. Mr. Klein

continued by stating, the College's largest expense is salaries. There are 622 pre-approved positions by the state that are budgeted. Anything beyond that has to be reimbursed (almost 30%). Additionally, mandated salary increases and associated fringe benefit costs are not controlled by the College. Consequently, the College continues to experience increasing costs, but not additional funding support. Moreover, investment income has been significantly reduced. Student enrollment will be capped at 2 per cent.

Julio Morgan, Vice President of the Student Senate, inquired about tuition and fees for Fall 2004. Mr. Klein responded the fees will be consistent, but was uncertain about tuition because the College has not received final state appropriations.

President Saatkamp remarked this was tough because the Governor's budget typically funds about 40% of the negotiated salary increases for faculty and staff. The State Legislature will meet in June to act on the Governor's budget.

Stockton student, Nancy Price, inquired about the fee and need to build a new College Center. Mr. Klein responded the fee is set at \$7.00. Trustee Movva said the Student Senate, SRA, and other student committees decided to support the construction of a College Center. Dr. Joseph Marchetti, Vice President for Student Affairs, responded there have been discussions for years about a "centralized" College Center. There will be an ongoing facilities group meeting during the year to map out future priorities (classroom building, science labs, etc.).

Mr. Ackerman asked about student participation on Standing Committees reviewing tuition and fees? Chairman Jacobson responded the College is only allowed, by statute, three members on the Audit and Finance Committee. However, a new board chairperson will be selected in September, followed by new appointments to standing committees. Trustee Radwanski sits on the Student Affairs Committee and Trustee Movva sits on the Academic Affairs & Planning Committee.

President Saatkamp reported that new to the budgeting process this year were divisional meetings, which were held in January and February, and conducted by the Vice Presidents to present proposals and recommendations for budget increases, new positions, etc. The meetings were open and involved students, faculty and administration. The outcomes of these meetings were reported to the Board.

Trustee Hedinger, Chairperson for the Audit & Finance Committee stated the Committee will meet on May 10, 2004 to work on the FY05 Budget and to discuss tuition. She invited anyone who wished to submit information, to send it to her attention at the College.

Dr. Marchetti remarked he and the other vice presidents would also be willing to meet with students.

Ms. Diane De'Amico, of the Press of Atlantic City newspaper, requested clarity on the proposed summer tuition increase and would this and the fall tuition be treated as two separate tuitions? Mr. Klein responded tuition was being raised to 6% over last summer. Summer and fall will be separate tuitions. He noted also, salaries for faculty over the summer will increase by 12%, including FICA and other fringe benefits.

Trustee Movva inquired if Tag Grants were considered for those students who receive financial aid? Mr. Sal Catalfamo, Dean of Enrollment Management, responded the financial aid office attempts to make adjustments for those students in need, in the form of Stockton Grants.

Seeing no further comments, Chairman Jacobson closed the Public Hearing of the meeting. He reminded the public to forward any comments or suggestions to Trustee Hedinger.

**Report of the Audit &
Finance Committee:**

Chairman Jacobson called upon Trustee Hedinger to give the report of the Audit & Finance Committee. Trustee Hedinger reported the Committee met earlier in the day to review and discuss college tuition and fees for 2004 summer session, as well as, all items coming forward for a vote today. The Committee recommended approval of all related resolutions. Trustee Hedinger stated also the Committee received the Financial Statement and Audit from KPMG. There were only two findings. Paperwork should be processed in a timely manner, for which the College has already developed a corrective plan. The second finding was related to individual student files, which have also been corrected by the department. The Committee also received a Cash Management Activities report of expenditures for K-Wing renovations. The current policy on expenditures needs improvement. A revised, interim policy is now being used internally. Trustee Hedinger noted the final policy will be reviewed by the Committee in May.

It was also reported that Ms. Emily Vu, Internal Auditor, at the request of the Committee, review various departments on

campus for compliance. Her review of the College Bookstore's order process, revealed non compliance with the College's contract for issuing refunds to students for textbook returned within 15 days of purchase. Consequently, the College Bookstore agreed to comply and a notice will be placed in the bookstore and on bookmarks that will be handed out to students when books are purchased. Additionally, the College Bookstore agreed to make two \$6,000 contributions (totaling \$12,000) to the Stockton College Foundation. Trustee Hedinger commended Ms. Vu for her work.

**College Tuition and Fees –
2004 Summer Session
Resolution:**

Associate Vice President Klein requested the Board's approval of the College Tuition and Fees for 2004 Summer Session as listed in the Resolution. Upon a motion made by Trustee Hedinger and second by Trustee Weinstein, the Board voted to adopt the Resolution with one "no" vote by Trustee Movva. Chairman Jacobson commented it was unfortunate that the College had to raise tuition and indicated many of the Board members have children in college and understand what it is like to pay tuition.

**Revised FY04 Bid Waiver
Resolution:**

Mr. Klein brought forward for approval the extension of a bid waiver for **Atlantic City Medical Center** in the amount of \$264,793. **ACMC** will continue to provide on-campus health services to students, including the provision of physicals for certain college activities, urgent care allergy shots and tuberculosis screening activities from May 2, 2004 to May 1, 2005. In addition to providing a physician, two nurses, a nurse practitioner, a nutritionist, and a health educator, **ACMC** professional staff will also participate in educational programs and projects aimed at supporting the college's immunization and student health, wellness and safety initiatives. Funding for this contract will be supported through the \$3.00 per credit health services fee assessed to all students and paid through the Student Activity Fund. Upon a motion made by Trustee Hedinger and second by Trustee Matos, the Board voted to adopt the resolution, with one abstention vote from Vice Chairman Weinstein.

**Revised FY05 Bid Waiver
#1 Resolution:**

Mr. Klein requested the Board's approval of the revised FY05 bid waiver. First, \$90,000 for **Consortium of Distance Education Code**, which the College continues to use at various intervals appropriate for the academic year and receives a discount. The second bid waiver was for **WebCT** (\$43,000) for software which enables faculty to develop on-line instructional course materials and to conduct distributed (distance) learning.

The third waiver for **Simplex Time Recorder** (\$55,576) allows for parts and service for maintaining alarm protection system already installed throughout the campus. Upon a motion made by Vice Chairman Weinstein and second by Trustee Matos, the Board voted to adopt the resolution.

Trustee Hedinger inquired about telecourses being offered. Vice President Carr responded the Consortium of Distance Education courses cover a wide-range of areas, generating over 160,000 credit hours. Moreover, the programs are not just delivered as television programs. Students are supervised by Stockton faculty, who communicate with students on-line and with meet with them a certain number of times each term. Dr. Carr indicated that there were also "hybrid" courses, which is a part of WebCT, which offers flexibility, such as in the nursing program.

Trustee Radwanski inquired about the number of professors utilizing WebCT. Vice President Carr responded more are using WebCT and Web Caucus, which allows on-line grading and discussion groups.

**FY05 Bid Waiver #2
Resolution:**

Mr. Klein recommended that the Board approve the FY05 Bid Waiver #2 Resolution. The first was for **AT/Scan Ltd. D/B/A Vertere** (\$21,296), a chemical inventory management system providing software, training, and bar-coding hardware for Plant Management and NAMS, and an annual subscription for the Chem Watch Database of MSDS's. The second waiver was for **UTC Fuel Cell** (\$35,000) for the renewal of the service contract for PC25 Fuel Cell. Upon a motion from Vice Chairman Weinstein and second by Trustee Hedinger, the board voted to approve the resolution.

**FY05 Campus Housing
Charges Resolution:**

Mr. Klein recommended for approval a 10% increase in on-campus housing rental rates (\$450.00) for FY05, which is in accordance with the College's financing plan for the complete interior renovation of Housing I. Mr. Klein noted an increase will be required again next year in order to fund this project, noting in past years, the increases of 2-3% were insufficient to fund necessary repairs in housing.

Vice President Marchetti commented that Stockton needed to stay competitive with other institutions. The College has a housing waiting list of 480 students. Dr. Marchetti added there have been comments from potential students and parents regarding the condition of some of the housing; particularly

Housing I. Major renovations are needed to the bathrooms and exterior walls. Once the renovations have been made the College should be able to develop a more realistic 5 or 6 year plan that will balance out the percentage increase each year. In addition, the Stockton Residence Association and Student Senate provide input regarding renovations they would like to see on campus.

Student Trustee Movva inquired if more renovations were expected after the three years? Mr. Klein replied there will always be on-going maintenance of the college's buildings and facilities.

Upon a motion made by Vice Chairman Weinstein and second by Trustee Carpiano, the Board voted to adopt the Resolution, with an abstention vote from Trustee Matos and a "no" vote from Trustee Movva.

**Approval of Capital
Construction Project –
Campus HVAC
Improvements Resolution:**

Associate Vice President Klein requested approval of the resolution authorizing HVAC Improvements. Mr. Klein explained the project is funded through the Higher Education Capital Improvement Fund (HECIF) Bond, which was sold in November 2001. The total project cost is \$2,053,000, with an estimated completion date of August 2005. Mr. Klein reported this system will save the College money and will be environmentally friendly. Trustee Hedinger commented this was an ingenious way of capturing coolness for the entire campus. Vice Chairman Weinstein reported this was a project that the Board had approved in June 2001 for \$1,612,000. The additional \$441,000 for this project was transferred from the Academic Exterior Repairs Project.

The Resolution was amended to include language added at the end of the last RESOLVE of the resolution: "consistent with the attached construction review and approval form." Upon a motion made by Vice Chairman Weinstein and second by Trustee Matos, the Board voted to adopt the Resolution as amended.

**Approval of Capital
Construction Project –
Housing I HVAC
Replacement Resolution:**

Mr. Klein requested the Board approval of the resolution, authorizing replacement of HVAC. The College's Capital Higher Education Improvement Fund (HECIF) application for funding this project through HECIF bonds was approved by the Commission of Higher Education on September 26, 2003. Funding will be available for this project upon the sale of bonds by the New Jersey Educational Facilities Authority (NJEFA).

The College will be responsible for repayment of approximately one third of the bond debt. This project includes replacement of 256 – thirty two year old gas heaters, 123 hot water heaters and 256 air conditioning coils and line sets in Housing I (Courts A-H). It will also improve ventilation to meet current building codes. The entire project should be completed by August 2005. In June 2003, the College's Board of Trustees Audit and Finance Committee approved \$193,000 for this project to initiate the development of a New Jersey Department of Property Management and Construction (NJDPMC) "Request for Proposal" (RFP). The amount is included in the estimated total project budget.

Chairman Jacobson noted this Resolution should be amended with the same language as amended in the HVAC Improvement resolution. Upon a motion made by Vice Chairman Weinstein and second by Trustee Hedinger, the Board voted to adopt the Resolution as amended.

**Report of the Academic
Affairs and Planning
Committee:**

Chairman Jacobson called upon Trustee Hoover to give a brief report of the Academic Affairs and Planning Committee. Trustee Hoover reported that the Committee met on March 29, 2004. He noted concerns discussed regarding the fluctuations of enrollment in Environmental Studies and Nursing programs and ways to address those issues. Trustee Hoover also mentioned the Committee discussed staffing levels, funding for faculty development, securing additional funds for the College and programs, and the South Jersey Institute. Trustee Hoover closed by announcing the ribbon cutting ceremony for the opening of the Carnegie Center on Tuesday, May 18, 2004 at 3:00 p.m.

SRI/ETTC & CPE Update:

Dr. Harvey Kesselman, Vice President and Executive Director for the Southern Regional Institute, distributed copies of the *Southern Regional ETTC Consortium School District Members/Organization ETTC Hours Usage Comparison by Year 2003-04* data sheet dated April 8, 2004. Dr. Kesselman commented that as of April 8th the SRI/ETTC was 13% ahead of the final numbers in professional hours offered to their consortium membership, which translated into about 70 hours of workshops per day throughout the region, which does not include other contracts and grant services. The revenue during this same period was also up 37 per cent.

Dr. Kesselman reported he accepted the task of overseeing Continuing Professional Education (CPE) and noted the challenges of this new task because the program must be started

from scratch. During the last month he has met with approximately 40 people to survey their needs, as well as, research competition in the area. Dr. Kesselman mentioned two models in development that will be shared with the Board in June. He remarked that this will be a strong plan that would tie into the College's strength, but first, the College will need to define its market niche to run a successful CPE program. In closing, he stated a more detailed report will be provided to the Board in June explaining his plans for the Carnegie Center.

Trustee Weinstein inquired if professions had been targeted for Carnegie Center? Dr. Deborah Figart, Interim Dean of Continuing Education, stated the allied health field for maintaining licenses in Occupational Therapy, Physical Therapy, Nursing, Speech Pathology, Social Work, etc. was one example of who would be targeted.

Dr. Kesselman reported he received proposals from two faculty members (Dr. Lewis Leitner, Professor of Management and Psychology and Dr. Israel Posner, Associate Professor of Psychology) for a management related professional development program.

**Revised South Jersey
Institute Resolution:**

Vice President Carr brought forward for approval a resolution support the establishment of the South Jersey Institute. The faculty-led South Jersey Institute would serve as an umbrella organization and would focus on a variety of initiatives being undertaken throughout southern new jersey. Dr. Carr thanked Dr. Kesselman for the SRI's involvement in developing the CPE, which he noted as another example of Stockton's ability to cross traditional boundaries. Dr. Carr also brought the Board's attention to the April 14 *Carnegie Library Update*, which included an occupancy schedule and noted the May 18 ribbon cutting ceremony. In addition, Dr. Carr referred to the *A Day of Scholarship* event, which highlighted the range of scholarship and research being undertaken by faculty and students. Dr. Carr thanked Beth Olsen, Grants Director, for her work in coordinating the event.

Vice Chairman Weinstein inquired what "N/A" meant on the Carnegie Library Update. Vice President Carr called upon Mr. Alex Marino, Director of Operations for the Carnegie Library, who explained "N/A" meant "not applicable" for items not identified in the original 2000 budget report prepared by Administration and Finance. Vice Chairman Weinstein remarked the Board had approved a budget for Carnegie based

upon the estimates given to them two years ago. He added that the document should have been amended and presented again to the Board. Moreover, this must be made part of the new budgetary and planning protocol for future projects undertaken by the College. President Saatkamp responded, internally, the College was already operating under a new policy and that the implementation of the Banner System will effectively respond to these concerns.

Dr. Carr requested the Board's approval on the Revised South Jersey Institute Resolution. He stated that this resolution would launch the establishment of a South Jersey Institute as a recognized unit of the College that will assist in on-going endeavors, as well as explore new initiatives in hospitality and tourism, public policy, and other areas of regional import, including the possible establishment of a survey research center. Chairman Jacobson remarked the resolution should be amended as follows: The second RESOLVE was completely removed; and the third RESOLVE now reads: "that the Board of Trustees recommends the College solicit funds and seek grants for the support of the South Jersey Institute and its activities". Upon a motion made by Trustee Hoover and second by Trustee Carpiano, the Board voted to adopt the amended resolution.

Trustee Hedinger inquired about the Institute's association to existing groups? Dr. Carr responded the Institute would provide an umbrella set of services, with minimal support to assist these organizations. Furthermore, he hoped to involve the Association of Counties.

Upon a motion made by Trustee Hoover and second by Trustee Carpiano, the Board voted to adopt the Revised Resolution as amended.

**Research & Professional
Development Committee
Recommendations:**

Vice President Carr presented the R&PD Committee Recommendations totaling \$67,574 in mini grants for 27 faculty members this year. Chairman Jacobson extended congratulations to the recipients. Trustee Weinstein made note of the Committee's request for additional funds for faculty research and professional development. Dr. Carr referred to a faculty lead initiative to review the entire faculty development process. He is awaiting the committee's recommendations.

**Distinguished Faculty
Fellowships Committee's
Recommendations:**

Vice President Carr reported a total of seven grants were awarded totaling \$35,000. Chairman Jacobson congratulated the recipients.

Report of the Student Affairs Committee:

Chairman Jacobson called upon Trustee Carpiano, Chair of the Student Affairs Committee, to give a brief report. Trustee Carpiano reported the initial meeting of the Student Affairs Committee was held on February 18, 2004. The Committee discussed and reviewed enrollment and registration updates, student affairs goals, and 2003 Performance Indicators, the three year planning process, housing availability, the student smart card, and shuttle transportation for students. The next meeting is scheduled for June 16, 2004.

Stockton Board of Trustees Fellowship for Distinguished Students:

Chairman Jacobson called upon Vice President Marchetti to present the Stockton Board of Trustees Fellowships for Distinguished Students. Dr. Marchetti announced this was the 18th year of the fellowship program, with the hope of expanding the program in FY05. Dr. Eileen Conran, Dean of Students, introduced this year's distinguished fellows: Lara Birchler, a senior Literature major; Debra Franzese, a junior Political Science major; Alicia Guarracino, a senior Literature major; and Nancy Price, a senior Biology and Geology major. Each award recipient described their program and career objectives. Chairman Jacobson congratulated the students.

Personnel Resolutions:

Chairman Jacobson brought the Board's attention to the Revised Personnel Resolutions and Addendum and requested the Board's approval. Upon a motion made by Vice Chairman Weinstein and second by Trustee Matos, the Board voted to approve the Revised Personnel Resolution and Addendum to the Personnel Resolution, with an abstention vote from Trustee Movva.

President's Report:

Chairman Jacobson called upon President Saatkamp to give his Report. President Saatkamp highlighted several items from the President's Report, including the publishing on an article written by him. He mentioned he chaired a group of Presidents, two from private institutions and two public institutions, which was charged to look at the issue of improving diversity among faculty and staff. Dr. Saatkamp noted large numbers are expected to retire in the near future which will provide opportunity to increase the diversity of faculty and staff within our institutions. Determining how to increase the pipeline of diverse students was also a critical issue. This Committee is researching funding sources and working with prominent foundations from New York to find solutions. President Saatkamp announced the Spring Benefit was a success, with a sell out crowd and more sponsors than ever before. He commended the work of the planning committee, the staff of plant/maintenance, and the Stockton Foundation. Dr.

Saatkamp also complimented The Day of Scholarship event, noting how an event such as this builds character.

Dr. Saatkamp commented on the success of Stockton in being an educational institution that couples learning with leadership and character building. He noted that education isolated from high values and commitment to one's community can lead to disastrous results. To illustrate this he closed by reading a prayer that that was used to begin the day in secondary school systems throughout Germany in the 1930s, and he commended the College for building knowledge, scholarship and character.

Other Business: Chairman Jacobson asked if there was any other business at this time. There was none at this time.

Comments from the Public: Dr. Dennis Weiss, Dean of Natural Sciences and Mathematics, reported the College signed an articulation agreement with the Earnest Nario School of Pharmacy at Rutgers. Well prepared students will be able to enter Stockton to receive their pre-professional course work and then continue on for four years at the Rutgers School of Pharmacy. In route they will receive a Bachelor of Science Degree in biochemistry, molecular biology, or biology from Stockton and then receive a Doctor of Pharmacy Degree from Rutgers. In response to several inquiries, the College has decided to begin the program this fall. Stockton has been guaranteed twelve slots per year into the program. Dr. Weiss also reported the College is working with AtlanticCare to establish a clinical pharmacy position at the mainland campus, which will be funded by Rutgers and the hospital to provide clinical supervision to pharmacy students living in this area during their internship phase. Dr. Weiss stated Stockton is planning a formal signing ceremony (although contracts are already signed) between President Saatkamp and President Richard McCormick and press releases. A letter has also been sent to all biochemistry and molecular biology majors for the fall freshman class as well as all of the biology students that have been admitted.

President Saatkamp said this was a remarkable indication of Stockton's standing within the State. Further, he believed only Stockton had this type of arrangement with Rutgers. Dr. Saatkamp referred to a 6 page listing of chemistry students who recently graduated and have gone on to get their PhD's.

Vice President Marchetti distributed the 21st Stockton Day Camp Program, which begins June 21 – August 13, 2004.

Trustee Weinstein reminded the Board of a discussion last year regarding the camp and noted there was to be research conducted to determine the future of the day camp. Vice President Marchetti noted data from evaluations had been reviewed and requested one more year to make sure the day camp was feasible. A two week mini-session has been added to attract families concerned with cost. The program will be reviewed again and that data will be reported to the Board for their recommendation.

Stockton student, Sara Spotavecka, spoke about Public Interest Research Groups (PERG), which promote civic action and engagement. PERG is funded by a waivable fee (60 cents per credit) and is pooled statewide (14 NJ Chapters) to support various initiatives. Ms. Spotavecka asked if this fee could be considered at the June Board meeting. Chairman Jacobson recommended PERG go before the Student Senate with this recommendation. Trustee Radwanski commented no vote was taken by Student Senate on this issue because the Bylaws Committee never presented the issue to the Student Senate. Dr. Kesselman responded a petition of 2,500 student signatures could prompt a referendum. Dr. Marchetti stated Dr. Conran's office was reviewing the signatures for verification.

Dr. Jan Colijn, Dean of General Studies, reported summer school revenues were 21% higher than last year. However, expenditures this summer will increase by 35% and the tuition and fee increase passed today will still leave a shortfall. Dr. Colijn indicated the difference will have to be made up in enrollments.

Mr. Ken Johnson, Director of Plant Management introduced Mr. Cesco-cancian Fulvio and Mr. Donald Woolslayer as Assistant Directors of Plant Manager.

Next Meeting:

As there was no further business or comments from the public, Chairman Jacobson announced that the next regularly scheduled meeting of the Board of Trustees will take place in the on Wednesday, June 16, 2004.

Adjournment:

Upon a motion made by Vice Chairman Weinstein and second by Trustee Matos, the Board voted to adjourn the meeting at 6:00 p.m.

For the College,
Brian K. Jackson, Liaison to the Board