

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

**September 17, 2003**

**Trustees Present:**

Michael Jacobson, Esq., Chair  
Hon. Gerald Weinstein, Vice Chair  
Dr. James Yoh, Member-at-Large  
Ms. Carole Applegate Hedinger  
Dr. Clarence Hoover, III  
Carmen R. Matos, Esq.  
Ms. Imani Movva, Student Trustee  
Dr. Herman J. Saatkamp, Ex Officio

**Call to Order and Roll Call:**

Chairman Michael Jacobson called the meeting to order at 1:30 p.m. on Wednesday, September 17, 2003 in Room K203k. On June 20, 2002, 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 August 20, 2003:**

Upon a motion made by Vice Chairman Weinstein and second by Trustee Matos, the Board voted to adopt the minutes of August 20, 2003.

**Resolution to Meet in Closed Session:**

Upon a motion made by Trustee Matos and second by Trustee Hoover, the Board voted to adopt the Resolution to Meet in Closed Session.

**Return from Closed Session:**

Chairman Jacobson reconvened the Open/Public Session at 4:00 p.m. upon the Board's return from Closed Session.

**Faculty Presentation:**

Chairman Jacobson called upon Dr. David Carr, Vice President of Academic Affairs. Dr. Carr announced that the College had recently been awarded a four year grant by the National Science Foundation in the amount of \$395,934. The grant, titled *Computer Science and Mathematics Scholarships*, will provide scholarships of \$3,000 each year for 30 talented, but financially disadvantaged students in the areas of computer science and mathematics. Dr. Carr stated that Jill Gerhardt, Professor of Computer Science, will be the Program Director. The Project Team also consists of Ms. Saralyn Mathis, Assistant Professor of Computer Science and Information Systems; Dr. Chia-Lin Wu, Associate Professor of Mathematics, Mr. Michael

Olan, Associate Professor of Computer Science and Information Systems; and Dr. Mohmed Neilforoshan, Professor of Computer Science and Information Systems. Vice President Carr also thanked Dr. Judith Vogel, Assistant Professor of Mathematics, Ms. Alison Henry, Director of Student Recruitment, and Ms. Jeanne Lewis, Director of Financial Aid, for their assistance in the preparation of the grant proposal.

Dr. Carr called upon Dr. Janice Joseph, Professor of Criminal Justice to make a presentation. Dr. Joseph reported that in Spring 2003, she team-taught a course entitled "Victimology, Victim Assistance, and Criminal Justice" at the Inter University Centre Dubrovnik, Croatia. The course was sponsored by the World Society of Victimology, an international, not-for-profit, nongovernmental organization with consultive status with the United Nations and the Council of Europe. It has sponsored this course for 18 years. The course brought together 35 students from all over the world and approximately 15 internationally renowned experts in the field of victimology. Dr. Joseph's lectures focused on Female Victims of Stalking.

Chairman Jacobson thanked Dr. Joseph for her informative report. He congratulated every one that participated in the *Computer Science and Mathematics Scholarship* grant award and noted that on a statewide basis, approximately 25% of the math and science majors graduate from Stockton.

**Report of the Audit/Finance  
Committee Meeting:**

Chairman Jacobson called upon Trustee Hedinger, Chairperson of the Audit/Finance Committee, to give a report. Trustee Hedinger stated that at the August 20 meeting the Audit/Finance Committee discussed recommended and approved several bid waivers in addition to the Sale of Surplus College Property Resolution and the Atlantic City Medical Center, Mainland Division, Hospital Expansion Project Resolution.

At today's meeting, the Committee met to discuss and approve the FY04 Bid Waiver and Confirming FY04 Bid Waive, as well as reviewed the College's cash management investment policy. The Committee has also begun reviewing the feasibility of merging Housing and Plant Maintenance staffs, which should allow the College to improve its efficiency in the area of maintenance. Furthermore, the Committee reviewed a "draft" Investment Policy, which would be presented to the Board at a later date.

**Report of the Nomination  
Committee:**

Chairman Jacobson called upon Trustee James Yoh, Chair of the Nominating Committee, to give brief report. Trustee Yoh brought forward the following recommendations for trustee officers for Academic Year 2003-04: Trustee Michael Jacobson as Chairperson, and Trustee Weinstein as Vice Chairperson. Upon a motion made by Trustee Matos and second by Trustee Hedinger, the Board voted

to approve the nomination of new Board of Trustee Officers for Academic Year 2003-04.

**Amendment to the FY04 Bid Waiver Resolution:**

Chairman Jacobson called upon Mr. Richard Hale, Vice President for Administration, Finance and Institutional Advancement, to present the FY04 Bid Waiver Resolution. Mr. Hale announced that a request for **Straight Out of York Touring, Inc.** for \$50,000 had been canceled and there was no need to approve this request. He requested the Board's approval for **Atlantic City Utility Authority** for \$125,000, which provided services for FY04. Upon a motion made by Trustee Weinstein and second by Trustee Yoh, the Board approved the Amendment to the FY04 Bid Waiver Resolution.

Trustee Jacobson inquired as to why Straight Out of York Touring, Inc. request was being withdrawn? Dr. Eileen Conran, Dean of Students, responded that the agency that booked the event received restrictions from the recording artists stipulating no touring on weekend days, when the concert was scheduled to occur. Dean Conran indicated that the \$50,000 will be transferred to a benefit in the spring.

**FY03 Bid Waiver Resolution:**

Vice President Hale asked that the Board authorize the College to enter into contracts with the following vendor under the bid waiver provisions of the State College Contracts Laws: **Hampton Inn** for \$24,000. Mr. Hale reported that this was an emergency bid waiver to provide rooms for the College's overflow resident students.

Chairman Jacobson inquired about the number of students on the waiting list for housing. Dr. Joseph Marchetti responded that there were over 300 students on the housing waiting list and of the number, 15 chose to reside at the Hampton Inn.

Vice Chairman Weinstein inquired about the difference in cost between the College's housing rate and the Hampton Inn's fee. Vice President Hale indicated that the difference was about \$20-\$25. Dean Conran commented that the students pay the Hampton Inn directly; however, the College serves as an agent to secure the funds until such time the students' financial aid comes in.

Chairman Jacobson inquired about transportation for the students.

Dean Conran responded that the majority of students have their own transportation. However, Ms. Tiffany Brown has been authorized by the College to transport students to and from classes.

Upon a motion made by Trustee Hoover and second by Trustee Matos, the Board voted to adopt the FY03 Bid Waiver Resolution.

Chairman Jacobson inquired about campus parking decals for

students. Vice President Hale responded that this was the first year that the College issued decals to students. This year decals were issued only to students residing in Housing I and IV. Modifications will likely be made if the program was not successful after the first year.

**Fall 2003 10<sup>th</sup> Day Projections:**

Chairman Jacobson called upon Dr. Joseph Marchetti, Interim Vice President for Student Affairs to give an update on Fall 2003 10<sup>th</sup> Day Enrollment. Dr. Marchetti brought the Board's attention to the report and thanked Mr. Sal Catalfamo, Dean of Enrollment Management for his assistance. Dr. Marchetti reported that the College was still working through some issues regarding class room scheduling. He reported that the College once again attracted a high quality applicant pool. Freshman applicants were up 4% since last Fall, with total freshman enrolled increasing by more than 3% to 825. In addition, 830 new transfers, 83 readmits, and 126 new graduate students enrolled. The grand total of new students was 1,864, up 156.

Dean Catalfamo thanked everyone on campus for the team effort, especially Ms. Alison Henry, Director of Student Recruitment; and his Assistant Directors, Mr. Melvin Gregory, Ms. Heather Medina, Mr. Steven Phillips, and Ms. Christina Nuniziata. Mr. Catalfamo reported the total applicant pool was 5,761. Total SAT scores for regularly admitted freshmen increased by three points to 1133 and remained more than 100 points higher than the New Jersey and national average for college-bound students. The undergraduate headcount of 6,542 constituted an increase of 281 (or 4.5%) over last year's figure, with the full-time equivalent (FTE) increased by more than 4.5% to 5,592. The average credit per loan per undergraduate student remained at 13.7 credits. Moreover, 83% of all undergraduates are full-time, a 1% increase since Fall 2002. The total number of new students this fall was 1,864. Of that number, 825 are freshmen, 830 transfers, 83 readmits, and 126 graduate students.

Dean Catalfamo reported that the total student headcount reached a high of 6,883 (6,542 undergraduates and 341 graduates). Combined FTE was 5,799, which was nearly 4.7% greater than last year. The six year graduation rate for the 1997 first-time full-time freshman cohort was 65%. The figure was significantly higher than state and national norms. Instructional Technology continues to attract the largest number of graduate students, and the Physical Therapy Program generated the largest percentage of FTE. Regarding gender distribution, 59% of undergraduates are female and 41% male. Minority enrollment has remained stable over the past three years, at about 18% of the undergraduate population. Ninety-five percent of undergraduate students are matriculated. The breakdown by academic division is as follows: PROS (27%), NAMS (17%),

SOBL (24%) ARHU (17%), GENS (1%), and Undeclared (14%).

Chairman Jacobson and Vice Chairman Weinstein inquired about the drop in first-time freshmen matriculation rates.

President Saatkamp responded that as our retention rate goes up for new students, upper level class numbers would be larger due to the retainment of those students. Dean Catalfamo responded that, based on 2001 and 2002 numbers, the retention rate for the third semester accounted for some of the difference. Furthermore, in 2001 and 2002, the College had brought in FTR (freshman transfers from other colleges and universities that were still at the freshman level).

Dr. Harvey Kesselman, Vice President of the Southern Regional Institute commented that students who come in the spring are still considered freshman in the fall, not first time freshman.

Trustee Hoover inquired about what steps were being taken to recruit male students. He commented that he was concerned about the male to female undergraduate student rates over the last several years.

Student Trustee Movva inquired about the measures that were being taken to address the "18% *ethnicity*" issue. She acknowledged the success of the EOF program; however, she commented that there were still low numbers of minorities attending the College. Dean Catalfamo responded that he and Trustee Hoover recently met to discuss the establishment of innovative programs between and the College and several schools, which could eventually increase the number of minority students who attend Stockton. He reported also that Mr. Melvin Gregory has been traveling to Northern New Jersey in an effort to recruit in areas that are typically minority dominated. The College was able to attract a large number of minority applicants but, the difficulty comes in transferring those applicants into enrolled students.

Trustee Matos inquired about the number of Hispanic student population at Stockton. Dean Catalfamo responded that the number was 6% Hispanic and 8% was African American.

Trustee Hedinger asked about how the College's percentages by gender and ethnicity compared to the national average. Dean Catalfamo responded that the State average was exactly the same by gender and that ethnicity generally reflected the geographic area.

Dr. Carr pointed out that the College was aware that the minority enrollment percentage should be higher; however, it was important to remember that graduation rates should be looked at as well as

enrollment numbers. In closing, Dr. Carr reported, for example, that Stockton's graduation rates of minority students were significantly higher than New Jersey City University, even though they enrolled more minority students. Dean Catalfamo responded that the College was continuing to find ways to improve areas that typically attract male applicants.

Vice Chairman Weinstein reminded everyone that when the Fall 2002 10<sup>th</sup> Day Enrollment report was presented by Vice President Harvey Kesselman, he had asked when the College expected to reach its maximum capacity. At that time, Dr. Kesselman's indicated that Stockton had already reached it. Vice Chairman Weinstein remarked that the College and the Board must deal with issues of capacity immediately. He asked that Administration make recommendations on how to address and identify these needs and to also develop long-range proposals to be presented to the Board within the next few months. He remarked also that this was not the best climate to make these changes, but it was necessary in order to serve the students and grow with student demand.

Chairman Jacobson concurred with Vice Chairman Weinstein and stated that the first item on this agenda should be the housing issue.

Dr. Joseph Rubenstein, Faculty Assembly President remarked that a meeting of the Faculty Assembly was held on September 16, 2003 and the issue had been addressed on many fronts. He commented that the hiring of additional faculty might be necessary due to the student-faculty ratio. Dr. Rubenstein reported that the faculty was committed itself to changing; or making suggestions for changing a module schedule; to get up to 15 modules, which should enable the College to attract more students. He commented that the faculty was willing to make changes to the scheduling system, which would allow students to take more electronic classes. He commented that the student capacity issue needed to be addressed immediately.

Trustee Weinstein inquired about scheduling for Friday and Saturday morning. He stated that the early morning and late evening modules were not fully utilized by students and that the Assembly recently met to discuss classes on Fridays and Saturdays. Other modules during the day were 95-98% capacity. He reported that the faculty was considering moving to an 8:00 a.m. starting time verses 8:30 a.m. Moreover, Faculty are committed to a change; however there were several obstacles that must be addressed first.

Trustee Weinstein expressed concern about placing caps on enrollment and commented that once the College informs the Board how its needs, it will be the Board's responsibility to find a way to obtain the funding.

## **Report on 2002 Summer Camp Programs:**

Interim Vice President Marchetti introduced Dean G. Larry James, Dean of Athletics and Recreational Programs and Services, who gave a report on 2003 Summer Camp Programs. Dean James thanked Mr. Joseph Fussner, Head Coach for Women's Basketball for his support and involvement in the Summer Camp Programs. He announced that Coach Fussner lead the first team to a NCCA post season tournament in women's basketball. Dean James reported that the summer camp program was six weeks instead of seven because of a revised school calendar. The Stockton Day Camp celebrated its 20<sup>th</sup> season with 220 campers and revenues of \$28,398. The day camp also provided reduced camp tuition to 22 families, which totaled \$7,976 this year. A total of 35 employees enrolled their children in camp in 2003, a similar enrollment to 2002. Dean James reported that the most attractive summer camp program was soccer.

Trustee Weinstein inquired why Dean James considered day camp as the most challenging area for the College and what would it take to break even. Dean James responded that the \$28,398 figure was to date and did not reflect other costs, such as clerical and maintenance expenses.

Trustee Weinstein inquired how the College could find ways in the community to substitute facility or opportunity for those who have used the campus. Dean James responded that was an issue the College had struggled with throughout the year. He reported that one solution could be to switch the "ACC model" and establish a type of "Kids College" or offer a shorter summer camp program. The community was looking for a day camp plus environment for kids. Dean James stated that the Stockton's challenge was trying to modify the program.

Chairman Jacobson asked what the highest number of day camper have been. Dean James responded about 340 and reported that an additional report was being prepared and would be distributed at a later date.

Trustee Weinstein asked if the College had ever considered a special drive for scholarships to send children to day camp. Dean James responded no, but that was a good point. Trustee Weinstein requested that Dean James look into this possibility.

He stated that the future outlook of summer camp programs was contingent upon the College's ability to provide quality programs, with the greatest potential for growth being in the 5 day sports camp category. The market has become saturated with summer day camp programs geared to the traditional Stockton Day Camp demographics. The potential for continued growth in this market has become limited. Summer 2003 marked the third year of the

sports program. A total of 531 campers participated in 2003, whereas there were 523 campers in the summer of 2002. Three of Stockton's full-time coaches ran a total of five weeks of camp; Boy's basketball, two sessions; Girl's basketball, one session; and Soccer two sessions. Sports camp generated \$22,057 in revenues an increase of 43% between 2002 and 2003. Sports camp generated \$11,440 for Chartwells and \$8,620 for housing. This represented an increase of 4% and 42% respectively, over the previous year.

Chairman Jacobson inquired if there were future plans to expand summer camp programs. Dean James responded that there were plans to include cross-country and track & field.

Trustee Matos recommended that the College investigate the development of an Academic Day Camp. Dr. Carr commented that the Deans' Council was already discussing this possibility.

**Personnel Resolution:**

Chairman Jacobson brought to the Board's attention the Personnel Resolution. Upon a motion made by Trustee Yoh and second by Trustee Matos, the Board voted to adopt the Personnel Resolution.

**President's Report:**

Chairman Jacobson called upon President Saatkamp to give his report. President Saatkamp took a moment to thank the College for its support and commented that, given the hard economic times currently being experienced by the State, it is important that all that we do at Stockton be done well and that everyone continue working together as a team. President Saatkamp commented that we may be facing serious difficulties in the coming years, and he indicated that our first goal is to provide the facilities and support structure to meet the current needs of faculty and students. The next set of goals will take longer (5-10 years) to achieve, so College must be patient as the appropriate processes are put into place. In closing, he commented that he and his wife, Dot, are delighted to be in southern New Jersey, and he looked forward to the next decade.

**Other Business:**

Chairman Jacobson commended highly the detailed report of the "The Academic Affairs at Stockton Scholarly Activity 2002-2003" report. On behalf of the Board he thanked Vice President Carr and those involved in the preparation of the report for an outstanding job and congratulated every one for their achievements. He recommended also that the report should be made available to the community.

Vice President Carr acknowledged Ms. Beth Olsen, Grants Coordinator, for her assistance in the publishing of the report, which also illustrates the not only scholarly achievements by faculty, but also role that faculty have played in the community on non-profit boards.



**Comments from the Public:**

Ms. Bev Pagano, Special Events Manger for the Office of Development, announced the First Annual Golf Classic to be held at Blue Heron Pines on Thursday, October 9, 2003 and thanked those board members for their participation and sponsorships. Ms. Pagano also announced that the Stockton College Friends of Hellenic Studies will be honoring Dr. Demetrius Constantelos on October 12, 2003 at 1:30 p.m. at the College. She mentioned that Dr. Constantelos, the Townsend Distinguished Professor of History and Religion, has been a member of the Stockton faculty for over 25 years.

Mr. Lonnie Folks, Director of Athletic Operations, announced that Dean Larry James was recently inducted into the "National Track and Field Hall of Fame." Dean James received a round of applause from those in attendance.

Ms. Sarah Faurot, Director of Alumni Relations, announced that the Alumni Association will be sponsoring a trolley in the Annual Miss America Parade on Friday, September 26, 2003. Ms. Faurot invited every one to attend. She also reported that Stockton's Home Coming Weekend is scheduled for October 9-12.

Ms. Dianne Hill, Assistant Director for Student Development invited every one to attend the Multicultural Health Conference luncheon. She also announced that the Council of Black Faculty and Staff's 22<sup>nd</sup> Annual Scholarship Awards Dinner and Dance on November 1, 2003. This year's honorees are Assemblyman Frances J. Blee and Professor Bridget Callahan Harrison.

**Adjournment:**

Upon a motion made by Trustee Hedinger and second by Trustee Matos, the Board voted to adjourn the meeting at 5:50 p.m.

For the College,

Brian K. Jackson  
Liaison to the Board