

**BOARD OF TRUSTEES
SPECIAL AD-HOC
MEETING**

July 7, 2004

The next meeting of the Board will be on
Wednesday, August 25, 2004
in the Townsend Residential Life Center



**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY
SPECIAL AD-HOC BOARD OF TRUSTEES MEETING**

WEDNESDAY, JULY 7, 2004

SCHEDULE AND AGENDA

NOTE: The Board of Trustees will convene a Special Ad-Hoc Meeting by **electronic conference call** in conference room K203k at 12:30 p.m. to consider a tuition increase consideration for Fiscal Year 2005.

1. Call to Order and Roll Call.

On June 29, 2004, notice of this meeting as required by the Open Public Meetings Act 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.

2. Committee of the Whole Open/Public Session:

Report of the Audit and Finance Committee
Trustee Carole Hedinger, Chair

- Academic Term Tuition and Fees Effective for FY 2005
The Information and Resolution will be distributed.

3. Other Business:

- Personnel Resolution
Chairman Jacobson
The Information and Resolution will be distributed.

4. Comments from the Public

5. The next regularly scheduled meeting of the Board will be held on **Wednesday, August 25, 2004** in the Multipurpose Room of the Townsend Residential Life Center (TRLC).

6. Adjournment.

THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

SUMMARY

PRESIDENT AND BOARD OF TRUSTEES PERSONNEL ACTIONS

REQUESTED ACTION: New Appointment (X)
 Promotion ()
 Structural Reclassification/Promotion ()
 Reappointment – one year ()
 Reappointment – multiyear ()

CANDIDATE/EMPLOYEE: Ms. Jennifer Forman

CURRENT POSITION, RANGE AND SALARY:

PROPOSED RECLASSIFICATION: (TITLE) Asst. Dir. of Student Development

PROPOSED RANGE AND SALARY: U-19, \$36,735.00

EDUCATION: Master of Education – Counseling Psychology, College Student
 Personnel Administration, James Madison University, 2004
 B.A., Psychology, Rowan University, 2002

EMPLOYMENT HISTORY AT COLLEGE: New hire

SUPERVISOR'S RECOMMENDATION: The Search Committee unanimously recommends Ms. Forman to the position of Assistant Director of Student Development.

VICE PRESIDENT'S RECOMMENDATION: I am pleased to recommend the appointment of Ms. Jennifer Forman, Assistant Director of Student Development, beginning July 19, 2004 through June 30, 2005.

J. M. [Signature]
7/7/04

signed by V.P.
Students Affairs

AFFIRMATIVE ACTION OFFICER (new hires only):

Nancy G. Hicks 7/7/04

PRESIDENT'S RECOMMENDATION/DECISION:

Signed by Affirmative Action Officer

Recommend to Board of Trustees for approval.
 Not recommended for appointment/reappointment.

Wm J. [Signature]
7/6/04

signed by President

THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

BOARD OF TRUSTEES

RESOLUTION

PERSONNEL ACTIONS

BE IT RESOLVED, that the following actions are approved:

July 7, 2004

NAME	TITLE	EFFECTIVE DATES	*CURRENT SALARY	NOTES
<u>NEW APPOINTMENTS (STAFF)</u>				
Forman, Jennifer L.	Assistant Director of Student Development	07/19/04-06/30/05	36,735.	+BSA Prorated

*Compensation for FY2004-2005 to be determined in accordance with the appropriately established compensation plan.

+Background Statement Attached

OFFICE OF STUDENT DEVELOPMENT
BACKGROUND STATEMENT

JENNIFER L. FORMAN

I. EDUCATIONAL STATEMENT

B.A. Psychology Rowan University May 2002
Minors: Spanish and Sociology
Concentration in Leadership Studies

M.A. Counseling Psychology, Student Personnel Administration
James Madison University May 2004

II. PROFESSIONAL EXPERIENCE

Student Organization Services: Graduate Assistant
August 2003 – May 2004

Community Service Learning: Graduate Practicum
September 2003 – May 2004

Orientation and Enrollment, NODA Graduate Intern
May 2003 – July 2003

Academic Advising and Career Development: Graduate Practicum
January 2003 – May 2003

III. OTHER INFORMATION

Publications and Honors

Bullying in College by Students and Teachers, *Adolescence* 39:53-64 (2004)
Psi Chi – Psychology Honor Society, 2001
Service Learning and Volunteerism Award, Spring 2002

**RECOMMENDED FOR: ASSISTANT DIRECTOR OF STUDENT
DEVELOPMENT**

Ms. Forman is an Affirmative Action Candidate: Female

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

RESOLUTION

ACADEMIC TERM TUITION AND FEES EFFECTIVE FOR FY2005

- WHEREAS,** the Board of Trustees adopted in April 1987, a tuition policy which affirmed the college's adherence to the following policy principles: 1) maintain a strong commitment to access, excellence, and increasing minority enrollments; 2) maintain a commitment to facilities maintenance and educational support; 3) develop and maintain an appropriate working fund balance, and 4) maintain or improve the academic index of regular admission students; and
- WHEREAS,** the Board of Trustees recognizes its responsibility to ensure that institutional resources match and advance institutional goals and priorities to enable the effective accomplishment of the college's mission; and
- WHEREAS,** in recognition of the amount of State budget support as recommended by the Governor, the Board of Trustees has determined that, in order to meet institutional goals and priorities, an increase in FY05 tuition is required; and
- WHEREAS,** the Richard Stockton College of New Jersey Board of Trustees is responsible for ensuring that certain other Special Use and Nonrefundable Fees are applied when appropriate; now therefore be it
- RESOLVED,** that the Board of Trustees, for FY05, approve an increase in undergraduate tuition of **\$11.10** per credit, from **\$148.00** to **\$159.10** per credit hour (and to **\$258.00** per credit hour for out-of-state students); and be it further
- RESOLVED,** that the Board of Trustees, for FY05, approve a graduate tuition rate of **\$349.38** per credit hour (**\$4,192.56** per term for full-time enrollment); **\$487.00** per credit hour for out-of-state students (**\$5,844.00** per term for full-time enrollment); and be it further
- RESOLVED,** that the following required fees, applicable to all undergraduate and graduate students, shall be approved for FY05, effective at the start of fall term 2004:

General Service	\$22.00	per credit
College Center	\$24.00	per credit
College Activity		
Health Services	\$3.00	per credit
Activity Funds	\$2.50	per credit
Technology	\$7.00	per credit
Recreation	\$4.50	per credit
Construction	\$3.00	per credit;

and be it further

RESOLVED, that the following Nonrefundable Fees, shall be applied when appropriate:

Physical Therapy	\$350.00	¹
Student Teaching	\$300.00	²
Endorsement Fee	\$100.00	³
Budget Plan	\$60.00	
Graduation (one-time)	\$60.00	⁴
Continuing Education and Off Site Courses	\$60.00	⁵
Technology Assisted Instruction	\$60.00	⁶
Admission Application	\$50.00	
Admission Acceptance Deposit	\$100.00	
Reinstatement/Re-registration	\$50.00	
Collection Agency	\$50.00	
Dishonored Check	\$50.00	
Late Payment	\$50.00	
Orientation	\$50.00	
Late Registration	\$50.00	
Nonmatriculated Student Registration	\$50.00	
Deferred Payment	\$45.00	
Credit Card Convenience Fee	\$25.00	⁷
Locker/Lock/Key Usage Fee	\$25.00	⁸
ID Card - Permanent	\$25.00	⁹
ID Card - Temporary	\$10.00	⁹
Official Student Transcript	\$5.00	¹⁰

¹ For PHTH 5000 Course.

² Of this amount, \$150.00 is remitted to the State and \$100.00 to the cooperating teachers.

³ Endorsement Fee (for additional Teacher Certification endorsements). Of this amount, \$75.00 is remitted to the State.

⁴ One-time fee applied to all graduating students.

⁵ Continuing Education Fee, per term, for credit-bearing courses off campus.

⁶ License Fee, per term, for Technology-assisted Instruction courses.

⁷ To be charged for each credit card usage, if allowed by banking contract.

⁸ To be converted to a non-refundable fee.

⁹ Conversion to a permanent ID card will be \$15. for students who have already paid \$10. for a temporary card.

and be it further

RESOLVED,

that the following fees be collected for services rendered in the Richard Stockton College SPAD Clinic:

Speech/Language Evaluation	\$80.00
Hearing Evaluation	\$65.00
Speech/Language Re-evaluation	\$45.00
Hearing Re-evaluation	\$40.00
Therapy	\$22.00

July 7, 2004

¹⁰ Unofficial transcripts are available free of charge through Stockton's student website.

THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

BOARD OF TRUSTEES

RESOLUTION

PERSONNEL ACTIONS

BE IT RESOLVED, that the following actions are approved:

July 7, 2004

NAME	TITLE	EFFECTIVE DATES	*CURRENT SALARY	NOTES
<u>NEW APPOINTMENTS (FACULTY)</u>				
Gutman, Sharon A.	Associate Professor of Occupational Therapy	09/01/04-06/30/05	64,623.	+BSA
Kachur, Robert	Assistant Professor of Business Studies	09/01/04-06/30/05	53,162.	+BSA
McArdle, Francis	Visiting Instructor in Computer Science and Information Systems	09/01/04-06/30/05	47,227.	+BSA 13-D /
Niccum, Daniel G.	Visiting Assistant Professor of Theater Arts	09/01/04-06/30/05	44,654.	+BS/ 13-I <i>DL</i>
Tyska, Claudia	Assistant Professor of Business Studies	09/01/04-06/30/05	69,948.	+B

7-7-04
Handwritten notes and initials on the right margin.

*Compensation for FY2004-2005 to be determined in accordance with the appropriately established compensation schedule.
+Background Statement Attached

BE IT RESOLVED, that the following actions are approved:

July 7, 2004

NAME	TITLE	EFFECTIVE DATES	*CURRENT SALARY	NOTES
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NEW APPOINTMENTS (FACULTY) - continued

Vijaya, Ramya M.	Visiting Assistant Professor of Economics	09/01/04- 06/30/05	46,781.	+BSA
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*Compensation for FY2004-2005 to be determined in accordance with the appropriately established compensation plan.
+Background Statement Attached

BACKGROUND STATEMENT

Sharon Gutman

I EDUCATIONAL BACKGROUND

Ph.D.	New York University, Occupational Therapy	1998
BA	Arcadia University, Psychology	1987

II PROFESSIONAL EXPERIENCE

Acting Division Director, Long Island University, Division of Occupational Therapy	2003-2004
Assistant Division Director, Long Island University, Division of Occupational Therapy	2002-2003
Assistant Professor, Long Island University, Division of Occupational Therapy	1998-present
Assistant Professor, Thomas Jefferson University, Occupational Therapy	1997-1998
Teaching Fellow and Adjunct Instructor, New York University, Occupational Therapy Dept.	1993-1997

III OTHER INFORMATION

Dr. Gutman has published more than twenty refereed articles and three books, and has been awarded two research grants.

RECOMMENDED FOR: ASSOCIATE PROFESSOR OF OCCUPATIONAL THERAPY. Dr. Gutman is an Affirmative Action candidate – female - white.

BACKGROUND STATEMENT

Robert Kachur

I. EDUCATIONAL BACKGROUND

Ph.D. Candidate	Capella University, Minneapolis, MN Accounting and Information Systems	
MBA	University of Richmond, Richmond, VA Finance and Marketing	1976
BS	Drexel University, Philadelphia, PA Accounting	1973

II. PROFESSIONAL EXPERIENCE

Assistant Professor of Accounting, Atlantic Cape Community College	2001-Present
Adjunct Faculty, Richard Stockton College of NJ	1998-2001
Adjunct Faculty, Philadelphia University (Philadelphia College of Textiles & Sciences	1998-2001
Adjunct Faculty, Widener University	1998-2000
Adjunct Faculty, Gloucester County College	1998
Adjunct Faculty, St. Joseph's University	1998
Adjunct Faculty, Mercer County College	1998
Assistant Professor, Cabrini College	1996-2001
Adjunct Faculty, Rowan University (Glassboro State College)	1991-1996
Adjunct Faculty, Camden County College	1980-1991
Adjunct Faculty, Drexel University	1977-1980
Adjunct Faculty, University of Richmond	1976-1977

III. OTHER INFORMATION

In addition to his teaching experience, Mr. Kachur has ample practical experience. He has been active in professional associations and has particular expertise in the use of technology in accounting.

RECOMMENDED FOR: ASSISTANT PROFESSOR OF BUSINESS STUDIES.

BACKGROUND STATEMENT

Francis McArdle

I. EDUCATIONAL BACKGROUND

MBA	West Chester University	Executive, General Management	1993
BS	Richard Stockton College	Finance	1976

II. PROFESSIONAL EXPERIENCE

Visiting Instructor in Computer Science, Richard Stockton College	2003-2004
Visiting Instructor in Computer Science, Richard Stockton College	2002-2003
Adjunct, Richard Stockton College of New Jersey & Atlantic Cape Community College	2001-2002
	1994-1997
Business Analyst & Y2K Consultant, Computer Associates	1997-2000
Visiting Instructor in Management, Wesley College	1995-1996
Teaching Fellowship, Temple University	1993-1994
Sr. Vice President, Administrative Manager, First Fidelity Bancorporation	1961-1991
Other Positions held within Bancorporation:	
Manager, Bank Operation & Systems – Affiliate Bank	
MIS Director, Project Manager, Project Leader, Programmer, Communications	

III. OTHER INFORMATION

Mr. McArdle brings extensive private sector experience to this position as well as prior teaching at Stockton as both adjunct and visiting faculty. His teaching has been very well received by students.

RECOMMENDED FOR: VISITING INSTRUCTOR IN COMPUTER SCIENCE AND INFORMATION SYSTEMS

BACKGROUND STATEMENT

DANIEL G. NICCUM

I EDUCATIONAL BACKGROUND

M.F.A., Rutgers University, Scenic Design & Technical Direction 1979
B.A., Purdue University 1975

II PROFESSIONAL EXPERIENCE

Stage Manager at Borgata Hotel, Casino & Spa 2003-Present
On-Call Entertainment Technician, 9 Atlantic City Casinos 1998-Present
Production Manager, Dennis Nothaft & Associates, Intl. 1998-2002
Special Projects Technician & Lead Stage Technician, Harrah's 1984-1998

TEACHING EXPERIENCE

Adjunct Instructor, Richard Stockton College 2001-Present
Adjunct Instructor, Richard Stockton College 1994 Fall
Assistant Professor/Technical Director, SUNY 1979-1984
Instructor/Designer/Technical Director, Centre College of Danville 1978-1979

III OTHER INFORMATION

Membership:

IATSE Local #917, UUP and Stockton Federation of Teachers

RECOMMENDED FOR: VISITING ASSISTANT PROFESSOR OF CREATIVE WRITING

BACKGROUND STATEMENT

Claudia Tyska

I. EDUCATIONAL BACKGROUND

Ph.D.	Rutgers, The State University of New Jersey, Newark Management, Concentration in Accounting	2000
MBA	Rutgers Graduate School of Management, Newark Management	1980
BA	Douglass College, New Brunswick History	1975
CPA	License: New Jersey	

II. PROFESSIONAL EXPERIENCE

Assistant Professor (Tenured), Business Division, Program in Accounting, Bloomfield College, Bloomfield, NJ	Sept. 1997- Present
Adjunct Lecturer, Accounting and Legal Studies, Middlesex County College, Edison NJ	Sum. 1998- Present
Assistant Professor, Department of Accounting and Business Law, Monmouth University, West Long Branch, NJ	Sept. 1987- June 1996
Instructor, Department of Accounting, Rider University, Lawrenceville, NJ	Sept. 1985- Jan. 1987
Assistant Professor, Department of Accounting and Business Law, School of Business, New Brunswick, NJ	Sept. 1980-June 1985

III. OTHER INFORMATION

In addition to accounting courses at both graduate and undergraduate levels, Dr. Tyska has taught in an interdisciplinary general education curriculum and in an honors program.

RECOMMENDED FOR: ASSISTANT PROFESSOR OF BUSINESS STUDIES.

Dr. Tyska is an Affirmative Action candidate; female - white.

BACKGROUND STATEMENT

RAMYA M. VIJAYA

I. EDUCATIONAL BACKGROUND

Ph.D.	American University	Economics	2003
B.A.	Mumbai University	Economics	1994

II. PROFESSIONAL EXPERIENCE

Assistant Professor, Economics, Wagner College	Aug. 2003-Present
Visiting Faculty, Microeconomics, Earlham College	Fall 2002
Adjunct Faculty, Economics, American University	Spring 2001

III. OTHER INFORMATION

Dr. Vijaya has a variety of research experience and has acquired various awards and scholarships. She is also active professionally, having several conference presentations and publications.

Dr. Vijaya is an affirmative action candidate.

RECOMMENDED FOR:

VISITING ASSISTANT PROFESSOR OF ECONOMICS
Office of Social and Behavioral Sciences