

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

**MINUTES
April 13, 2005**

- Trustees Present:** Hon. Gerald Weinstein, Chair
Dr. Clarence C. Hoover, III., Vice Chair
Mr. Curtis J. Bashaw
Ms. Celeste Carpiano
Mr. Stanley M. Ellis
Michael Jacobson, Esq.
Mr. Steven Radwanski, Student Trustee
Mr. Jonathon Furtado, Student Trustee Alternate
Dr. Herman J. Saatkamp, Jr., Ex Officio
- Call to Order and Roll Call:** The meeting was called to order at 1:30 p.m. on Wednesday, April 13, 2005 in Board Room K203k. On March 4, 2005, notice of this meeting as required by the Open Public Meeting Act was posted in the Business Services Office of the College, sent to the editors of *The Press* and the *Vineland Times Journal*, and filed with the Secretary of State, Galloway Township Clerk's Office and Atlantic County Clerk's Office.
- Approval of Meeting Minutes of February 16, 2005:** Upon a motion by Trustee Jacobson and second by Trustee Ellis, the Board voted to adopt the minutes of the February 16, 2004 meeting.
- Approval of Special Meeting Minutes of March 16, 2005:** Upon a motion by Trustee Jacobson and second by Trustee Hoover, the Board voted to adopt the minutes of the March 16, 2005 meeting, as amended.
- Resolution to Meet in Closed Session:** Upon a motion made by Trustee Jacobson and second by Trustee Carpiano, the Board voted to adopt the Resolution to Meet in Closed Session.
- Return from Closed Session:** Chairman Weinstein reconvened the Open/Public Session at 3:00 p.m. upon the Board's return from Closed Session.
- Public Hearing (3:00-3:45 p.m.) – College Tuition and Fees: 2005 Summer Session:** Chairman Weinstein opened the public hearing and called upon President Saatkamp and Vice President Richard Hale to report on tuition and fees for Summer 2005. President Saatkamp reported the board would vote only on summer tuition and fees, effective summer 2005 and that the administration had decided, like most New Jersey state colleges and universities, to link any increases in the fall and spring tuition to State appropriations, and the state budget is likely not to be completed until late June. Dr. Saatkamp also stated that the decline in state funding for higher education is occurring not only in New Jersey but in many other states. In several states, some of the principal state higher education institutions have either been asked or

have offered to become independent institutions. New Jersey's support of higher education has been on a steady decline in terms of funding per student. Stockton expects next year to be similar; however the Governor and Legislature are trying to protect the College as much as possible. In addition, Dr. Saatkamp said the Board and administration were doing their best to hold costs, as well as to look closely at financial aid and scholarship opportunities. The College will also continue to work on a state bond issue for facilities and also try to change current state laws to make it easier for the College to participate in public/private partnerships.

Vice President Hale reported the College was working to contain costs and seek alternative sources of revenue to offset some of the mandatory increases and costs. He stated the College has three budgets: operational (salaries and cost of construction); housing (student housing); and college center (funded from student fees and some commissions). The fees being presented today dealt with the operational budget. Mr. Hale compared last year's operational budget to the projected 2005-06 budget. The operational budget will be around \$70 million, with most of the costs being mandated by state negotiated salary increases, and costs such as utilities.

Chairman Weinstein opened the floor to comments from the public.

Stockton student, Scott Ackerman, commented on the rate of students leaving New Jersey to attend college. He also inquired if the \$30 per credit College Center fee was going to support construction of new buildings. Vice President Hale responded the fee would support the College Center and debt service on the building. Vice President Marchetti noted a portion of the fee would also support food service operations.

Mr. Ackerman also inquired as to the need for increased fees in addition to bonds for the new center. Chairman Weinstein clarified that dedicated funds from the College Center fee will go towards the payment on the debt service of the bonds. Vice President Hale noted it was not likely the state would provide financial assistance for the bond issues like it has in the past. President Saatkamp commented the State appropriated funds for each institution and then either increased or decreased them regardless of increases in students, programs, faculty, etc. However, three new grants have been received: two from the state and some funds added to the budget.

Trustee Furtado inquired about the amount of funds in the capital construction budget to help supplement the fee. Mr. Hale responded, \$600,000 currently.

Stockton student, Mr. Jeff Twett, inquired about the \$25 non-refundable credit card convenience fee. Mr. Hale responded there would be further action on this item later in the meeting from the Finance Committee.

Ms. Sarah Collura, President of the Student Senate, inquired about the specific projects the capital construction fee increase would cover, if there were fee projections for the next three years and if the shuttle service would continue. Mr. Hale responded the fees would support several projects: F-Wing rebuild and its debt service; design and debt service of new Science Building; and retrofit of existing academic facilities as needed. Ms. Collura also commented students would like to see funds set aside for smaller projects, such as furniture improvements. Mr. Hale responded those types of items would not come under this funding, but will be taken under consideration.

Seeing no further comments from the public, Chairman Weinstein closed the public hearing.

Report of the Chair:

Chairman Weinstein thanked everyone who involved with the planning of this year's Spring Benefit. He also thanked Howard and Gayle Gross and Max and Kay Seelig, Co-Chairs of the event. Chairmen Weinstein announced the appointment of Trustee Bashaw to the Finance Committee and Stockton Alum, Michelle Lenzmeier, Esq. to the Investment Committee

Report of the President of the Student Senate:

Ms. Sarah Collura, President of the Student Senate highlighted activities of the Senate, which included lectures by Michael Moore and Darryl Davis, and an amendment to the Senate Constitution adding responsibilities to the Bylaws Committee, which include; meetings throughout the year with legislators, writing editorials to local papers addressing issues impacting students, and a "Stockton Day" in Trenton. Ms. Collura also stressed the importance of communication campus wide and creating a stronger alumni base.

Report of the President of The Richard Stockton Foundation:

Dr. Peter Caporilli, President of The Richard Stockton College Foundation updated the Board of the following:

- Foundation Board met with consultant, Ms. Kathleen Kavanagh to discuss the methodology, process, and initiatives that President Saatkamp had set forth for the College in the area of fundraising.
- Individual committees have been formed and training will be provided for those committees.
- The board will expand to 40 members. Six seats will soon be filled, increasing the board to 25 members as well as providing more diversity among its members.
- The Finance/Investment Committee will split into two

committees (Finance and Audit). The Investment Committee is currently working on an Investment Policy Statement.

- The Foundation conducted its first annual appeal using a select group of 5,000 and raised \$22,000.
- 2005 Spring Benefit: was the most successful ever, raising \$200,000.
- The first Alumni Reunion will be held on May 21, 2005.
- The Foundation's Executive Committee will be working on the Memorandum of Understanding to define the parameters of the Foundation and College's relationship.

Chairman Weinstein commented the Retreat in August will be dedicated to Board and Foundation relations. The Memorandum of Understanding will be developed as part of that process and will be finalized by September.

**Report on Association of
Governing Boards (AGB)
National Conference –
Trustee Clarence C.
Hoover, III:**

Trustee Hoover reported he and Dr. Saatkamp attended the Association of Governing Board's (AGB) National Conference on April 2-5, 2005 in San Diego. Trustee Hoover stated both public and private institutions' concerns were similar and that the workshops were engaging. Additionally, the pre-conference workshop titled "Monitoring Academic Program Quality", led him to the belief that curriculum is the central force in the educational process therefore, confirming the academic affairs area as the driving force of the College. Trustee Hoover closed by recommending other Board members attend next year's conference in Orlando, Florida.

President Saatkamp concurred with Trustee Hoover's assessment of the conference and noted how it helps Trustees understand their roles in terms of policy decision making, as well as provide opportunities to speak with federal legislators who may be wrestling with issues impacting higher education.

President's Report:

Dr. Saatkamp invited Dr. Robert Messina, President of Burlington County College, to come forward for the signing of the Dual Admissions Agreement. Dr. Messina commented on how students would benefit from the agreement. Dr. Saatkamp reflected on the importance of Stockton's relationships and agreements with community colleges and noted the high number of Stockton students from Burlington County. Provost David Carr recognized the work of Dr. Peter Hagen, Dr. Robert Ariosto (Burlington County College) and Mr. Sal Catafamo and stated the agreement guarantees Burlington County students admission to Stockton when they make a commitment coupled with the required grade point average.

Faculty Presentation:

Dr. Lisa Rosner, Professor of History, gave a presentation on a project which began as an assignment for her Historical Methods class. The project involved a series of recorded conversations of approximately 20 members of the African

American community in Atlantic City for the creation of an oral history archive, whose purpose is to create a structured autobiography either of an individual or of a community. Participants included Ms. Lillian Bryant; Ms. Jo Anna LaSaine and Mr. Art Darrington. The success of this project has led to a request from The Atlantic County Office of Cultural and Heritage Affairs to do another group interview (*Oral History Party*). The archive for this project will include: the original conversations on CD; transcripts; newspaper articles and other memorabilia associated with it. The Historical Studies Program is also looking to make this a permanent part of the history curriculum.

**Special Presentation:
Council of Black Faculty &
Staff:**

Mr. Stephen Davis, President of the Council of Black Faculty and Staff, presented Dr. Saatkamp and The Stockton College Foundation with a check in the amount of \$4,552; proceeds from the Council's Annual Awards dinner. Mr. Davis thanked the College and community for its. President Saatkamp thanked the Council for their continued support of the College.

**Continuation of President's
Report:**

President Saatkamp made the following announcements:

- The Spring Benefit generated a record \$200,000 for scholarships with matching funds from the College in the amount of \$100,000 for the endowment.
- Commencement speakers for Spring will be Senator John Corzine (morning ceremony) and Dr. Harold Shapiro, President Emeritus of Princeton University (afternoon)
- The District 2 Legislative Conference held at Stockton with Senator Gormely and Assemblymen Francis Blee and Kirk Conover, was a success.
- The College recently received three significant grants: \$414,000 from The Department of Labor (for the professional development program); \$503,238 from The Department of Transportation for the Coastal Research Center (for work in back-bay area); and \$900,000 over 4-years, in support of the Community of Scholars program.

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

Trustee Hoover, Chair of the Committee, reported his committee recommended adoption of the Program Announcement for Entry Level Bachelor of Nursing degree. Dr. Cheryle Eisele, Associate Professor of Nursing, stated the program will put Stockton on the cutting edge and will be a strong addition to nursing education and health care in New Jersey.

**Approval of Program
Announcement: Entry
Level Bachelor of Science
in Nursing Resolution:**

Upon a motion made by Trustee Jacobson and second by Trustee Radwanski, the Board voted to adopt the Resolution.

Conferral of Honorary Degree for Senator Jon S. Corzine Resolution:

Upon a motion made by Trustee Jacobson and seconded by Trustee Hoover, the Board voted to adopt the Resolution. Chairman Weinstein noted the invitation to Senator Corzine was extended prior to his announced candidacy for Governor.

Conferral of Honorary Degree for Dr. Harold Tafler Shapiro Resolution:

Trustee Hoover requested the Board's approval of the Conferral of Honorary Degree *Doctor of Humane Letters* for Dr. Harold T. Shapiro, President Emeritus of Princeton University. Upon a motion made by Trustee Hoover and second by Trustee Jacobson, the Board voted to adopt the Resolution.

Research & Professional Development Committee Recommendations:

Trustee Hoover presented the R&PD Recommendations totaling \$63,785 in mini grants for 19 faculty members in FY06. Chairman Weinstein noted the Committee's request for additional funds for faculty research/professional development.

Distinguished Faculty Fellowships Committee's Recommendations:

Provost Carr reported 7 grants were awarded totaling \$35,000.

Stockton Board of Trustees Fellowship for Distinguished Students:

Vice President Marchetti announced this was the 19th year of the fellowship program, with the hope of expanding the program. Dean Eileen Conran, introduced the fellows: Jenny Hussong, a sophomore Biology major; Donna Huneke, a sophomore Literature major; Lisa Longo, a sophomore Literature major; and Jonathan Sedeyn, a junior Biology major. Dean Conran thanked the selection committee for their work.

Report of the Finance Committee:

Trustee Ellis, Chair of the Committee, reported the resolution on College Tuition & Fees for 2005 Summer Session should be amended to reflect only the Summer 2005 Tuition and Fees. He reported an increase in undergraduate tuition of \$13 per credit, from \$159 to \$172 per credit hour and \$278 per credit hour for out-of-state students. Graduate tuition increased to \$376 per credit hour and \$524 per credit hour for out of state students, resulting in an increase of 8%, which is consistent with the way resolutions have been presented in the past.

Trustee Carpiano inquired about the graduate tuition rate prior to this resolution coming forward for approval. Vice President Hale responded \$348.

Trustee Radwanski said the lack of grants and scholarships has forced students to take out loans. He called on fellow student trustees in the State to vote against tuition increases.

Upon a motion made by Trustee Hoover and second by Trustee Bashaw, the Board voted to adopt the College and Tuition Fees for Summer Session 2005 resolution, as amended, with a "no" vote from Trustee Radwanski.

Tuition Policy for Full-time Graduate Students Currently Enrolled in Graduate Physical Therapy Program Resolution:

Upon a motion made by Trustee Jacobson and second by Carpiano, the Board voted to adopt the resolution.

Modification of Tuition Policy for Full-time Graduate Students Resolution:

Upon a motion made by Trustee Ellis and second by Trustee Jacobson, the Board voted to adopt the resolution, with a "no" vote from Trustee Radwanski.

FY06 Campus Housing Charges Resolution:

Trustee Ellis recommended approval of the FY06 Campus Housing Charges to increase on-campus housing rental rates by 10% to \$495 for FY06. This is in accordance with the College's financing plan for the complete interior renovation of Housing I. Upon a motion made by Trustee Jacobson and second by Trustee Hoover, the Board voted to adopt the resolution.

In response to questions regarding priority for single rooms, Eileen Grant, Director of Housing, responded single rooms are for both freshmen and upper classman; however the College works with a learning access program and accommodations are approved as needed for students with disabilities.

FY05 Bid Waiver #1 Resolution:

Trustee Ellis requested approval of the FY05 Bid Waiver #1 for **SIRSI Corporation** (\$150,000), which provides equipment, software and training support for the Library's automated system; and would replace the existing system. Upon a motion made by Trustee Jacobson and second by Trustee Carpiano, the Board voted to adopt the resolution.

FY05 Bid Waiver #2 Resolution:

Trustee Ellis introduced for approval the FY05 Bid Waiver #2 for **AtlantiCare Health Systems** (\$278,741.68). Upon a motion made by Trustee Jacobson and second by Trustee Carpiano, the Board voted to adopt the resolution, with abstentions from Trustees Weinstein and Jacobson.

Bid Waiver & Contract Extension for Chartwells Dining Services Resolution:

Trustee Ellis reported the terms of the three-year contract with Chartwells Dining include an advance commission of \$2 million. Chartwells also agreed to pay \$1.5 million for a contract extension, which is earmarked for design and construction of the new College Center. At the end of the three-year period the College can option to extend the contact for an additional two years. Upon a motion made by Trustee Ellis and second by Trustee Jacobson, the Board voted to adopt the resolution.

Approval of a Capital Construction Project: Lake Fred Spillway Repairs

Trustee Ellis introduced for approval the Lake Fred Spillway Repairs, which are necessary due to storm damage sustained in August 1997. Sixty percent of the cost is covered by

Resolution:

insurance; however an increase in the project's budget by \$749,780 brings the total cost to \$897,798. Repairs were delayed for several years because of environmental concerns that have been addressed. Upon a motion made by Trustee Hoover and second by Trustee Jacobson, the Board voted to adopt the resolution.

Chairman Weinstein inquired if the actual amount of the spillway repair was indicated in the documentation. Mr. Hale responded that information would soon be provided.

Approval of Capital Construction Projects – Renewal of Housing Property Resolution:

Trustee Ellis introduced the resolution to renew the following property in Housing: replacement of beds (\$386,664) and mattresses (\$115,578); replace hot water heaters and furnaces (\$440,000) and furniture (\$605,434). Once it goes out to bid the actual costs might be less. Chairman Weinstein noted there were four individual budgets attached to the resolution that covered all facets of the project. Upon a motion made by Trustee Radwanski and second by Trustee Jacobson, the Board voted to adopt the resolution.

Adoption of Stormwater Pollution Prevention Plan Resolution:

Trustee Ellis reported this plan was required by The Department of Environmental Protection in order to obtain the necessary approvals for the Storm water system. Chairman Weinstein remarked the plan incorporated five different items: Illicit Connections to the College's Storm Sewer; Improper Disposal of Waste into Storm Sewers on College Property; Litter Control; Wildlife Feeding Control; and Domestic Animals. Upon a motion made by Trustee Ellis and second by Trustee Jacobson, the Board voted to adopt the resolution.

Trustee Hoover inquired how the College would inform the community. Vice President Hale responded, under the plan, an educational process will occur in Fall 2006 with faculty, students and staff.

Approval of a Capital Construction Project: Upper K-Wing Renovation Resolution:

Trustee Ellis reported the Finance Committee will be considering a revision to the policy that will treat all capital construction projects as bid waivers, no matter the cost. This will be addressed at the next scheduled meeting.

Trustee Ellis presented the final costs (not to exceed \$78,155) needed to complete upper K-Wing renovations. Chairman Weinstein explained the numbers reported were maximum approximations, with the largest amount being \$53,000 for in-house labor for construction. Upon a motion made by Trustee Jacobson and second by Trustee Ellis, the Board voted to adopt the resolution.

Approval of the Request for Proposal for Design of a

Trustee Ellis made a motion to approve the resolution to authorize the administration to move forward with the release of

**New Science Building
Resolution:**

a Request for Proposal for the design of a new Science building. The motion was second by Trustee Bashaw and adopted by the Board.

Chairman Weinstein stated this was the first step in moving this project forward in the conceptual stages. When the results of the first steps are received a better determination will be made about the next steps. President Saatkamp commented the faculty will be involved beginning this fall, which will delay the onset of the conceptual plan, which normally takes 6-8 months.

**Report of Finance
Committee (continued):**

Trustee Ellis reported a several housing projects were approved by the Finance Committee, including: replacement of carpet with floor tiles in 16 apartments in Housing I (projected under \$96,000); drapery replacement for Housing 2; exterior painting, replacement of caulking, and minor repairs to the facet, etc of Housing 3 (\$97,840); and replacement of a satellite dish on E-Wing Roof (approximately \$50,000). The projects are scheduled for completion this summer, except for the satellite dish (October 2005).

Trustee Ellis stated representatives from Cape Enterprises gave a presentation on the "Exit 44" housing project. Projections for phases I & II suggest the College could add as many as 560 beds. Cape Enterprises also expressed an interest in adding a hotel and parking garage, which could be used as a training facility for the hotel/hospitality management program. It is estimated the project will take 24 months complete, once approved by the Board. Additionally, the College has purchased the "Verizon" building. A preliminary budget was presented to the Finance Committee for outfitting the building. The Executive Committee is expected will act on this item at their May meeting and the Finance Committee will make a report to the full Board by the June meeting. Approximately \$200,000 has been budgeted for wiring, electrical, carpeting, HVAC, etc. Vice President Hale commented the entire budget was presented to the Finance Committee for \$470,000 including furniture, which is still under review.

Trustee Ellis closed by stating the administration was reviewing alternative programs for tuition that do not involve credit cards, which could save the College \$500,000 (projected) in credit card fees, in addition to administrative savings.

Personnel Resolutions:

Upon a motion made by Trustee Jacobson and second by Trustee Carpiano, the Board voted to approve the Revised Personnel Resolution and Addendum to the Personnel Resolution, with an abstention vote from Trustee Radwanski.

Other Business:

There was no other business.

Comments from the Public: Chairman Weinstein thanked Mr. Radwanski for his service on the Board and commended him for his work on the Finance Committee. Trustee Radwanski, who is graduating, thanked the Board, Dr. Saatkamp and the administration for their support. Trustee Furtado will become the voting member. Mr. Andrew Klimkowski, the newly elected Student Trustee Alternate, was also introduced.

Vice President Marchetti announced that 70 student leaders participated in a day-long national program, which certified them in leadership skills; conflict resolution, marketing and, public relations. Mr. Tom O'Donnell, Director of Student Development and his staff were commended for their work on this initiative.

Dean Eileen Conran reported 21 students, faculty and staff will be the first initiates into the Stockton Chapter of ODK Honor Society on April 24.

President Saatkamp shared with the audience a letter by Richard Stockton's grandson, who was the Agnate General of the State of New Jersey, written January 2, 1864. Letters dated 1864 and 1870 were also shared.

Ms. Mary Ann Trail, President of the Faculty Assembly, spoke about the R&PD awards and Faculty Fellowships, and also mentioned *The Day of Scholarship* whereby faculty will present their scholarship and research.

Ms. Sarah Gendlek, Coordinator of Event Services, was introduced. Ms Gendlek is a 1999 Stockton graduate.

Dr. Michael Frank, President of the Stockton Federation of Teachers, commended the Board and Dr. Saatkamp for supporting the changes to the faculty hiring/search process. Chairman Weinstein inquired about the number of vacancies. Associate Provost, Bonnie Buzza, stated most of the divisional hires were completed or near completion. Provost Carr stated there were about 6 vacancies to fill. Chairman Weinstein stated once the "Verizon" building is renovated; vacated space in J-Wing will be converted for faculty offices.

Next Meeting: Chairman Weinstein announced the next regularly scheduled meeting of the Board of Trustees will take place on Wednesday, June 15, 2005. He also announced there would be an Executive Committee Meeting in May to preauthorize new hires.

Adjournment: Upon a motion made by Trustee Jacobson and seconded by Trustee Bashaw, the Board voted to adjourn the meeting at 5:30 p.m.

For the College
Brian K. Jackson, Asst. Secretary to the Board