

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

June 15, 2005

Trustees Present:

Hon. Gerald Weinstein, Chair
Dr. Clarence C. Hoover, III., Vice Chair
Mr. Curtis J. Bashaw
Mr. Stanley Ellis
Mr. Albert L. Gutierrez
Michael Jacobson, Esq.
Mr. Jonathon Furtado, Student Trustee
Mr. Andrew D. Klimkowski, Student Trustee Alternate
Dr. Herman J. Saatkamp, Jr., Ex Officio

Absent: Dr. James Yoh and Ms. Celeste Carpiano

Call to Order and Roll Call:

Chairman Gerald Weinstein called the meeting to order at 1:30 p.m. on Wednesday, June 15, 2005 in Board Room K203k. On February 20, 2004, 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, (d) Galloway Township Clerk's Office and (e) Atlantic County Clerk's Office.

Approval of the Regular Minutes of April 13, 2005:

Upon a motion made by Trustee Ellis and second by Trustee Jacobson, the Board voted to adopt the minutes of April 13, 2005.

The Resolution to Meet in Closed Session:

Upon a motion made by Trustee Jacobson and second by Trustee Ellis, the Board voted to meet in Closed Session.

Committee of the Whole Open/Public Session:

Chairman Weinstein reconvened the Open/Public Session at 3:45 p.m. upon the Board's return from Closed Session.

Swearing in of new Board of Trustee Members:

Chairman Weinstein administered the Oath of Office to the newly appointed Trustees, Mr. Albert L. Gutierrez and Mr. Andrew D. Klimkowski (Student Trustee Alternate). Trustee Gutierrez remarked he would do his best to bring whatever competency he could to improving the value and the experience students have at Stockton.

Report of the Chair:

Chairman Weinstein announced that due to the delay in the passing of the FY06 NJ State Budget, the Trustees would hold a special meeting at 10:00 a.m. on Friday, July 1, 2005 in the Board Room to deal with the FY06 budget and tuition. He also announced the appointment of Trustees Yoh and

Jacobson to the nominating committee for Board appointments for 2006-07 and to render their report at the August meeting.

Chairman Weinstein reported that from May 3-10, he and over 40 Stockton students, faculty, staff traveled to Poland to participate in the "March of the Living" which marked the 60th anniversary of the end of World War II in Europe and the freeing of concentration camp victims. Dr. Murray Kohn, Associate Professor of Holocaust Studies and a Holocaust survivor from Ciechanow Poland, gave tours of the sites. Ms. Gail Rosenthal, Director of the Holocaust Research Center, Dr. David Emmons, Associate Professor of Criminal Justice and several students (Ms. Jillian Callanan, Ms. Jane Marie She and Mr. Christopher Banks) also shared their experiences on the tour. Over 22,000 marchers took part in Yom HaShoah (Holocaust remembrance day) at the concentration camp - Auschwitz.

Special Recognition: 2004 New Jersey State Employees Charitable Campaign Contribution:

Mr. Arthur A. Davis, Jr.; Executive Director of Corporate Relations & Initiatives announced the results of Stockton's New Jersey State Employee Charitable 2004 Campaign. The success of the campaign placed Stockton second in the state, behind Rowan University, for employee charitable campaign contributions. Mr. Davis thanked David Pinto, Director of the Library, The Stockton Faculty Band, Chartwells, the College Bookstore, Student Senate, Ms. Yubi Pena, and the Administration for their support. He also acknowledged President Saatkamp as this year's Statewide Campaign Chair.

President Saatkamp and Mr. Davis presented Ms. Alice Woods, Director of Community Initiatives at United Way, with a check in the amount of \$41,998. Ms. Woods thanked the Stockton community for its continued support of the campaign.

President's Report:

President Saatkamp commended the work of the staff, and in particular, the faculty for their ability to maintain prominence in scholarly publications and presentations, as well as civic engagement in professional societies and the community. Dr. Saatkamp also congratulated Stockton student athletes, Paul Klemic and Tiffany Masuhr, for their accomplishments at the 2005 NCAA Outdoor Track and Field Championships in Iowa on May 26-28.

President Saatkamp encouraged people to watch the June 23 PBS broadcast of John Mellow's documentary titled *Declining by Degrees, Higher Education at Risk*, which focuses on the challenges facing higher education. President Saatkamp noted the declining state commitment to higher education in New Jersey and the high percentage of NJ students who leave the because of a lack of in-state capacity. In addition, he said that

although we cannot approve a College budget until the state approves our appropriations, the College is proposing for next year's budget several measures that help prepare our students to be engaged citizens including: an Honors Program, Institute for Faculty Development, more support for sabbaticals, student learning, and research, new faculty positions to reduce the student/faculty ratio and improve teaching, a 40% increase in College supported scholarships, increased funding for residential programs for our students and more support for the residential assistants.

Report of the Academic Affairs & Planning Committee:

Trustee Hoover, Chair of the Academic Affairs Committee, reported his committee met on June 1 to discuss several issues which they recommend for adoption: the Clarification of Graduate Assistant Program; Improving Teacher Quality Partnership Grant; the Educational Technology Training Center, and the CDC Recommendations for FY06.

Regarding Graduate Assistantships, Provost Carr reported the resolution seeks to bring the graduate assistantship definition of full-time status in line with the financial aid definition (at nine credits). Additional assistantships will also increase this fall.

Clarification of Graduate Assistantship Program Resolution:

Upon a motion made by Trustee Jacobson and second by Trustee Ellis, the Board voted to adopt the Clarification of Graduate Assistantship Program Resolution.

Community Development Committee (CDC) Recommendations:

Provost Carr reported the CDC received 16 proposals totaling \$28,855.20. The committee recommended a total of \$15,500 for 15 faculty and staff. Trustee Hoover noted the College's commitment to support academic studies and work.

Improving Teacher Quality Partnership Grant Resolution:

Trustee Hoover reported the primary goal of this partnership is to build mathematics content, knowledge and pedagogical understanding to enhance traditional teacher training and provide customized professional development in school districts in Buena Regional and Atlantic City. The request authorizes the College's application for the third year of funding (\$229,128). Upon a motion made by Trustee Gutierrez and second by Trustee Ellis, the Board voted to adopt the Resolution.

Educational Technology Training Center Program Resolution:

Trustee Hoover reported each year the ETTC must sign a Memorandum of Understanding with the NJ Department of Education which permits Stockton to maintain the ETTC designation and be eligible for grants. Dr. Harvey Kesselman, CEO of the Southern Regional Institute (SRI) and Educational Technology Training Center (ETTC) stated the advantage is that if federal funds in the area of technology come through to the state, it would be earmarked towards the ETTC. Additionally, the \$229,128 grant which was just approved

allows the ETTC to keep its designation, which is known through those agencies that award grant funds.

Upon a motion made by Trustee Hoover and second by Trustee Jacobson, the Board voted to adopt the Educational Training Center Resolution.

Update: Professional Development and Continuing Education (PDCE):

Provost Carr stated Professional Development Continuing Education will be placing a bid waiver advertisement at a later meeting.

Stockton/Zogby Polling Initiative and Carnegie Library Usage Update:

Chairman Weinstein discussed the recent articles published on the results of the Stockton/Zogby Poll, which came about as a result of a tourism initiative program endorsed by the Board.

Provost Carr reported the Stockton/Zogby poll was part of a Presidential Initiative Fund request that Academic Affairs made to the President and the executive cabinet. One purpose of the poll was to make this part of the *South Jersey Institute* and serve the cultural, economic and other needs of this region, as well as make Stockton a partner with the region, particularly the hospitality industry in Southern New Jersey. Dr. Carr noted that, various entities within the state conduct their own data collection; however unlike other states, New Jersey does not have a central location in which information regarding the hospitality and tourism industry is located. Stockton is trying to become a player in that process by providing information for decision makers to make informed decisions more effectively in serving the needs of the region. Additionally, final results of the poll will be released in future press releases as well as shared with representatives of the hospitality and tourism industry.

Trustee Weinstein inquired if there were any present plans relative to additional polling in the near future. Provost Carr indicated there were no immediate plans to do so; however the administration would like to conduct a second poll sometime next year and eventually run a polling operation at the College.

President Saatkamp reported Stockton has a proposal with the State, in which we would become the central polling place for tourism in Southern New Jersey and hopefully the State. That proposal includes several polls. Funding would follow the proposal.

Student Trustee Klimkowski inquired if the Stockton/Zogby poll was limited to the hospitality industry? Provost Carr responded it was not the College's intent to limit polling to hospitality and tourism. Other areas to consider include: explosive growth, management of towns that are highly seasonal in population, school issues, public safety, coastal storms issues, etc.

Trustee Bashaw applauded the initiative of this poll and stated the tourism industry has been long fragmented in the southern New Jersey region. Trustee Gutierrez concurred with Trustee Bashaw, but stressed of the importance of staying true to its mission and purpose of focusing on quantitative agendas.

Chairman Weinstein stated the Carnegie Library Update would be given at the August 2005 meeting.

Enrollment Update Report:

Vice President Marchetti reported on enrollment for the Fall, noting the College would meet its goal of 2-3% FTE undergraduate growth. Much of the growth in student registration for the Fall is at the graduate level (up by about 35 FTE). The increase, he said, was attributed to the Master's in Education and Post-Baccalaureate programs.

Mr. Sal Catalfamo, Dean of Enrollment stated he was pleased with the pre-registration numbers and that freshman and transfer numbers were also on target. The number of minority students who have paid deposits was also up 24% and the Scholar's program increased 38% from last year.

Report of the Finance Committee:

Trustee Ellis, Chair of the Finance Committee, reported his committee met on June 6, 2005 to discuss and review budgets for the 2005-2006; however he was not prepared at this time to make specific recommendations due to the on-going uncertainty of the State's budget. The Finance Committee was also recommending the approval of several items being brought before the board today for consideration.

**College Tuition and Fees – FY06
Fall Session Resolution:**

This item was held until the State appropriations are approved. A special meeting of the Board will take place on July 1, 2005 at 10:00 a.m. in the Board Room.

**Revised Academic Year Calendar
Resolution:**

Trustee Ellis requested approval of the Revised Academic Year Calendar Resolution. Upon a motion made by Trustee Bashaw and second by Trustee Jacobson, the Board voted to approve the Resolution. President Saatkamp noted the calendar was subject to adjustments; however dates such as graduation were firm. In addition, this year's delay in State appropriation approval may require the Board to move its June meeting date to late June or early July. Trustee Hoover noted he would not be able to attend graduation on Sundays because of family commitments.

**Managerial Compensation Plan
and Current FY06 Annual Salaries
Resolution:**

Trustee Ellis reported all managerial employees in active pay status at the College for at least six months prior to July 1, 2005 and under contract would be eligible for a salary increase, under the current compensation plan. The revised performance, promotion, and re-classification policy was still under review. Upon a motion made by Trustee Ellis and

second by Trustee Jacobson, the Board voted to adopt the resolution, with an abstention vote from Trustee Furtado.

Chairman Weinstein asked about the financial impact on the budget. Mr. Charles Klein, Associate Vice President for Fiscal Affairs, responded the impact would be between \$200,000 - \$300,000.

Trustee Gutierrez inquired about the tools the College used in determining the distribution of ranges. Mr. Klein responded the AFT contract was used as a guide, with a 3% average across the board, in addition to incremental increases for each year of service, up to a maximum for each range.

Trustee Jacobson made a motion that the Board increase President Saatkamp's housing allowance by 7% (equal to cost of living for last 2 years) which had not been increased in 2 years. Chairman Weinstein reminded everyone that the President's contract provides for a housing allowance of \$4,000 per month to cover expenses relating to maintenance of his home. The motion was second by Trustee Hoover and passed with an abstention vote from Trustee Furtado.

Capital Construction Initiatives Resolution (F-Wing Extension and Renovation Project Budget Increase; Aquifer Thermal Energy Storage (ATES) System Budget Increase; Lake Fred Spillway Repair Budget Increase; Housing I: Interior Renovations Design; College Center Food and Market Study and Arts and Sciences Façade Restoration:

Trustee Ellis asked the Trustees to consider approving the Capital Construction Initiatives Resolution. Chairman Weinstein expressed concern regarding the procedure used to prepare the capital construction initiatives presented to the Board today. He suggested having the Request For Proposal (RFP) approved by the Board; with a suggested dollar figure instead of a formal budget. Additionally, if the bid comes in higher, the law requires it to be re-bid and then negotiated if the bid still is not within budget. Mr. Klein responded the budget was set in April 2004 due to an increase in the cost of steel. Chairman Weinstein stated the Board can re-approve it or have it addressed by Executive Committee instead of moving forward on the project without budget approval. President Saatkamp indicated the College would address this procedural change.

Chairman Weinstein suggested the college first have the Board authorize the RFP, get the bids in, develop a budget (not for publication), then see how the RFPs conform to the budget. Trustee Bashaw concurred with Trustee Weinstein that the procedure needed to be adjusted.

F-Wing Extension & Renovation Budget Increase: Chairman Weinstein called for a motion to amend the resolution to authorize the issuance of an RFP for the construction of F-Wing Extension and Renovation Project. Upon a motion made by Trustee Ellis and second by Trustee Furtado, the Board voted to adopt the Resolution with an abstention vote from Trustee Gutierrez.

Aquifer Thermal Energy Storage (ATES) System Budget Increase: Trustee Weinstein reminded the Board that it approved an expenditure of \$252,000 in February 2005 for a study and design of this system. He inquired if the \$1,403,000 was an estimate. Mr. Klein responded this was a contract price and only one company in the world could complete the project. Dr. Lynn Stiles, Professor of Physics, stated the \$1,403,000 was an estimated engineering cost. There would need to be two stages to the contract. However, this would need to be done quickly because of its association with the F-Wing project.

Chairman Weinstein requested the administration provide Trustees Gutierrez and Klimkowski with the forecasts for reduced operating costs on the cooling expenses.

Upon a motion made by Trustee Ellis and second by Trustee Jacobson, the Board voted to amend the resolution to authorize the issuance of an RPF for the construction of the ATES System. Once bids are received it will come back to the Board for approval for expenditure and execution of the contract.

Lake Fred Spillway Repair Budget Increase: Trustee Ellis recommended Board approval for an additional \$179,202 to cover costs for spillway repairs. Sixty percent of the costs will be reimbursed by the College's insurance carrier. Upon a motion made by Trustee Ellis and second by Trustee Gutierrez, the Board voted to adopt Resolution.

Housing I Interior Renovations: Trustee Ellis recommended Board approval of \$1,399,000 for furnishings and interior renovations in Housing I. Upon discussion, Trustee Ellis made a motion, which was second by Trustee Hoover, to authorize the administration to issue a RFP and receive bids for the construction on the Housing I Interior Renovation. The Board voted to adapt the resolution as amended.

Chairman Weinstein inquired if the College had the capacity (in-house) to prepare the RFP for architectural bids. Mr. Jonathan Shambare, Associate Director of Architectural Design, stated the College would prepare the RFP for this project as well as for the new College Center. Additionally, the NJ Department of Property Management (DPMC) is being utilized so that the project can be done quickly. However, the DPMC will not allow the College to award the project without their cost estimates. Mr. Fulvio Cesco-cancian, Associate Director of Facilities Planning and Construction, replied the DPMC required a commitment of the funds in advance in order to start the job. The high management fee (\$250,000) is based on a percentage of the total cost of the project. Furthermore, as staffing in Facilities Planning and Construction is increased, more of these projects can be handled in-house.

Upon a motion made by Trustee Ellis and second by Trustee Hoover, the Board amended the resolution authorizing the administration to issue the RPF for design work on the interior repairs of Housing I. The DPMC will supervise the work.

College Center Food: Trustee Ellis requested the Board's approval to initiate a Food and Marketing Study for the new College Center (\$96,789). Upon a motion made by Trustee Ellis and second by Trustee Furtado, the Board voted to approve this Resolution.

Arts and Sciences Building Façade: Trustee Ellis requested the approval of the design for the restoration of the exterior of the A&S Building, specifically to repair the cast stone, calking, and re-pointing of glazed brick (\$98,000). Mr. Cesco-cancian reported there were estimates from two different companies and the \$98,000 should be sufficient to complete the study. Upon a motion made by Trustee Jacobson and second by Trustee Gutierrez, the Board voted to authorize the issuance of an RFP for the Arts and Sciences Building Façade design.

FY05 Bid Waiver Resolution:

Trustee Ellis requested approval of the FY05 Bid Waiver Resolution. Upon a motion made by Trustee Ellis and second by Trustee Furtado, the Board voted to adopt the resolution with abstention votes from Trustees Weinstein and Jacobson on Conectiv only.

FY06 Bid Waiver Resolution:

Upon a motion made by Trustee Ellis and second by Trustee Furtado, the Board voted to adopt the resolution with abstention votes from Trustee Weinstein for Conectiv, Verizon and Comcast only and abstention votes from Trustee Jacobson for Conectiv and Verizon. Trustee Furtado also abstained from voting for Verizon.

Naming of the Richard Stockton College of New Jersey Parkway Building Resolution:

Upon a motion made by Trustee Ellis and second by Trustee Jacobson, the Board voted to adopt the resolution to name the building at 10 West Jimmie Leeds Rd *The Richard Stockton College of New Jersey Parkway Building*.

Chairman Weinstein inquired about the status of the building. Mr. Falvio Cesco-cancian responded permits were approved on June 14 and are now awaiting formal approval from the DCA, which is expected within the next few weeks. Carpet is laid and partitions and cubicles should be installed the following week. Once the permits are received the electrical work will begin with an expected occupancy by the second week in July.

College Center and Market Study Resolution:

Trustee Ellis reported the request of \$300,000 was for the programming and conceptual design phase for the new College Center. Upon a motion made by Trustee Ellis and second Gutierrez, the Board voted to adopt the resolution.

FY06 Board Rates (Informational Item)

The FY06 Board Rates for the College's five meal plans reflected a contractual inflationary increase of 2.6% for each plan, a \$.14 enhancement increase for additional operational hours (as requested by the student population), and options for pre-payment, which provide discounts to students.

Confirmation of Actions Taken by the Executive Committee on May 3, 2005:

Chairman Weinstein reported the Executive Committee of the Board met on May 3, 2005 to preauthorize the undertaking of improvements to the Parkway Building (\$310,000) and the first review for J-Wing Renovations (to be presented at a later date before actual work begins). Upon a motion made by Trustee Jacobson and second by Trustee Ellis, the Board adopted the actions with an abstention vote from Trustee Furtado.

Preauthorized Personnel Resolution:

Chairman Weinstein requested the Board's approval of the Preauthorized Personnel Resolution, which was approved by Executive Committee on April 25, 2005. Upon a motion made by Trustee Jacobson and second by Trustee Ellis, the Board voted to adopt the Resolution. Trustee Furtado abstained.

Personnel Resolution and Addendum to the Personnel Resolution:

Chairman Weinstein reported the Board would not act upon the reclassifications until the July 1, 2005 Special Board Meeting. Any items that are approved at that meeting will become retroactive to July 1. However, a select number of reclassifications were mandated. Upon a motion made by Trustee Jacobson and second by Trustee Ellis, the Board adopted the Resolution. Trustee Furtado abstained.

Other Business:

President Saatkamp commented that he had recommended the Board hold back a certain number of administrative reclassifications until the College received word of its state appropriations. President Saatkamp had met with John McCormac, Treasurer of the State of New Jersey, who indicated that the state budget was unlikely to be approved before July 1.

Comments from the Public:

Mr. Klein inquired whether the Board was going to approve the budget for Upper and Lower J-Wing renovations. Chairman Weinstein recommended to Mr. Klein that the budget forms be prepared and submitted to the Finance Committee for recommendation to the Board at the July 1 meeting.

Provost Carr introduced new members of this staff; Dr. Anu Vendantham and Ms. Denise Gallaro.

Ms. Dianna Meischker, Acting CWA President, inquired if reclassifications and promotions for classified union members were being held back until July 1. Ms. Natalie Havran, Director of Human Resource Management responded there were a number of promotions submitted and approved as of 6/25/05. Ms. Meischker asked if the employees were notified of their

appointments. Ms. Havran responded yes. President Saatkamp stated that notification does not occur until after the Board approves the action; however because of the unique feature of the start date of June 25, none were held back.

Ms. Meischker closed by asking the Board to consider state employees if the College moved forward with development of off campus construction.

Adjournment:

Upon a motion made by Trustee Jacobson and second by Trustee Gutierrez, the Board voted to adjourn the meeting at 6:15 p.m. Chairman Weinstein announced the next Board meeting will be a Special Meeting on July 1, 2005 at 10:00 a.m. in the Board Room (K-203).

For the College,

Brian K. Jackson
Assistant Secretary to the Board