

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

October 20, 2004

Trustees Present:

Hon. Gerald Weinstein, Chair
Dr. Clarence Hoover, III, Vice Chair
Dr. James Yoh, Member-at-Large
Michael Jacobson, Esq.
Carmen R. Matos, Esq.
Mr. Steven Radwanski, Student Trustee
Mr. Jonathon Furtado, Student Trustee Alternate
Dr. Herman J. Saatkamp, Ex Officio

Call to Order and Roll Call:

Chairman Weinstein called the meeting to order at 1:30 p.m. on Wednesday, October 20, 2004 in Room K203k. On February 20 2004, notice of this meeting as required by the Open Public Meeting was (a) sent to the Business Services Office of the College, (b) 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 Minutes of
September 22, 2004:**

Upon a motion made by Student Trustee Radwanski and second by Trustee Jacobson, the Board voted to adopt the minutes of September 22, 2004.

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

Special Announcement:

Chairman Weinstein announced that Ms. Martha Keates, member of the Richard Stockton College Foundation Board, and Executive Board of the Holocaust Research Center, passed away October 19. Chairman Weinstein called for a moment of silence in her memory.

**Swearing in of new Student
Trustee Alternate:**

Chairman Weinstein administered the Oath of Office to the newly elected Alternate Student Trustee, Mr. Jonathon Furtado. President Saatkamp, the Trustees and the audience joined in welcoming Mr. Furtado to the Board.

Mr. Furtado, a sophomore from Brick, NJ, will graduate in 2007 with a degree in Business. He is an Assistant Community Advisor and an Orientation Leader.

**Special Signing Ceremony for
Pharmacy Articulation
Agreement:**

President Saatkamp offered remarks about the special signing ceremony of a Pharmacy Articulation Agreement between Stockton and Rutgers University's School of Pharmacy. Dr. Saatkamp introduced Dr. Richard McCormick, President of Rutgers University, and invited him to share his observations of the occasion.

Dr. McCormick stated the signing of this agreement reflected the importance of collaboration in higher education and he thanked his staff from Rutgers as well as President Saatkamp, Provost David Carr, Dean Dennis Weiss, Dr. Ralph Werner, Assistant Professor of Biology and Dr. Kelly Keenan, Associate Professor of Chemistry, for their assistance. He reported also the agreement was a companion to one signed with Montclair University a year ago.

Dr. McCormick noted the articulation agreement will enhance opportunities for students from Southern New Jersey, as well as respond to the growing demand for pharmacists. In addition, Stockton has a strong reputation among the state colleges and universities for its science programs and well prepared graduates. Dr. McCormick closed by noting how impressed he was by the beauty of the college and looked forward to returning for a visit in the future.

President Saatkamp commented the agreement will give Stockton students access to one of the finest institutions in the country as well as advance their scholarly and practical work in the area of pharmacy. Stockton graduates more than 25% of all science and math majors within the sector. Dr. Saatkamp concluded by thanking Dr. McCormick for attending the meeting. Provost Carr, Dean Weiss, Professors Ralph Werner and Kelly Keenan, and Dean Sal Catalfamo served as witnesses to the signing of the agreement. Chairman Weinstein also thanked Dr. McCormick, and all of the faculty and staff involved in developing this agreement.

President's Report:

President Saatkamp reported that he and his wife Dot recently spent time away from the College, including a trip to IUPUI where he was invited to give remarks at the school's celebration of its completion of a billion

campaign. They also visit his hometown of Knoxville, TN.

Reflecting on the dedicated and disciplined life of Adolf Ochs, founder of *The New York Times* and former resident of Knoxville, Dr. Saatkamp acknowledged the discipline, scholarship and skill utilized by faculty and staff, as reflected in the President's Report. He also noted how the faculty, staff and students do far more than is expected through their active work in research, scholarship, and service to the community.

Chairman Weinstein stated the activities reflected in the President's Report continue to demonstrate the effort on the part of faculty and staff to make a difference and elevate Stockton. He noted the grant from the Justice Department to fund two additional police officers on campus; however he expressed hope that the College was ready to address funding once the grant expires.

Report of the Chair:

Chairman Weinstein provided the Board with an update on meetings he had attended since the last Trustees meeting. An orientation meeting was held on October 19 for new members of the board standing committees. Everyone who was invited to join a committee had accepted their year-long appointments. Chairman Weinstein explained measurement for success of the new committee structure would be more likely based upon a qualitative versus quantitative analysis. Moreover, he indicated that he was very pleased with the way in which the committees were working and anticipated the experiment's continuation was well justified at this time.

Chairman Weinstein commended Vice President Hale and his staff for the publishing of the *14th Annual Implementation Report Strategic Financial Plan*. He encouraged the Board to read the report and requested the report be more widely circulated. Chairman Weinstein also thanked the Athletic Department for providing the Board with complimentary passes and schedules for all athletic events.

Report of the Academic Affairs & Planning Committee:

Trustee Hoover, Chair of the Academic Affairs & Planning Committee, reported his committee discussed essential issues concerning the graduate/undergraduate

student mix, residential versus non-residential, and full versus part-time students. The committee also discussed the *Vision 2010* report and determined additional information was needed in order to fully understand future FTE requirements. The committee plans to follow-up with additional discussions over the next couple of weeks. Trustee Hoover also stated the Committee was pleased to note Stockton's full-time faculty, on the whole, provide more direct services to students than at other institutions in the state. He also reported the Committee is trying to think "out-of-the-box" by identifying other methods of providing services to students in order to align FTE growth with student headcount. The next meeting Committee meeting is scheduled for November 11.

**Special Signing Ceremony for
Marine Science &
Environmental Studies
Articulation Agreement:**

Provost Carr announced the signing of academic articulations between Stockton and Ocean County College in the area of Marine Science & Environmental Studies. Provost Carr invited Dr. Jon Larson, President of Ocean County College, to make remarks. Dr. Larson expressed his appreciation and noted the importance of the steps taken today between Ocean County College and Stockton.

President Saatkamp commented this was an important signing agreement because of its impact on Stockton's faculty and well as the community and the Shore. Dr. Saatkamp also noted that more applications are received from Ocean County College than any other county college in the state. He expressed hope that the new agreement would lead to development of research facilities for marine science. Dr. Saatkamp thanked Dr. Larson for coming to Stockton and he too looked forward a wonderful relationship. Provost Carr, Dean Weiss, Dean Catalfamo, and Dr. Judith Icklan, Vice President of Economic and Workforce Development (Ocean County College) served as witnesses to the signing of the agreement.

**Report by President of Faculty
Assembly:**

Chairman Weinstein announced he had invited certain individuals, who are very much a part of the Stockton community, to come before the Board and voice their views on subjects of importance to their constituents. Dr. Robert Gregg, President of the Faculty Assembly, was invited to give remarks. Dr. Gregg spoke about the

realistic view of Stockton faculty. He noted in addition to classroom work, faculty provide service to the community, as well as participate in research and professional development. Dr. Gregg reminded everyone of the time involved in course development; setting of exams, doing assigned reading and grading of papers. In addition, faculty participate in institutional engagement and join numerous committees. Faculty members also attend an unlimited number of meetings throughout an academic year. Additionally, Faculty publish articles, books, etc. Dr. Gregg also compared faculty work load at Stockton versus other institutions and the high student/faculty ratio. Issues regarding acquired time to tenure and advising were also mentioned.

In closing, Dr. Gregg stated most faculty enjoy their work and hope that it continues to be supported at Stockton and throughout the community.

Chairman Weinstein thanked Dr. Gregg for his comments and looked forward to hearing from him next Spring.

SRI/ETTC Update: Outstanding Scholar's Recruitment (OSRP)

Dr. Harvey Kesselman, CEO of the Southern Regional Institute and ETTC, thanked Vice President Joseph Marchetti, Dean Sal Catalfamo and Jeanne Lewis, Director of Financial Aid, for their invaluable service to the OSRP program.

The OSRP is New Jersey's premiere merit based scholarship program for students with combined SAT's scores of 1250 or more who are in the top 15% of their high school class. The primary beneficiaries of the program are the students at 4-year public institutions. Dr. Kesselman noted the New Jersey Higher Education Students Assistance Authority put its full endorsement behind the continuation of this program, which translates into more funds coming into the program.

Chairman Weinstein inquired how this program relates to Stockton's enrollment program. Dr. Kesselman responded that the program was specifically geared to the most academically gifted students in the State, with awards ranging from \$2,500 to \$7,500 (per student) of which the State picks up 70% of the tab and the institution 30%. Dean Catalfamo responded he was very optimistic that Stockton would continue to attract the best

students in the State.

Trustee Hoover inquired about the effects of the Governor's STARS program. Dr. Kesselman responded that program was geared towards community college students.

Chairman Weinstein questioned the impact of the STARS program on the College's recruitment. Dr. Marchetti responded this year's analysis showed the College had lost close to ten students to the program. The administration is looking at alternate ways of attracting students to keep them here.

President Saatkamp remarked the STARS program and OSRP point to an area where the College needs significant strategic work at the freshman and transfer levels. In order for the program to be upgraded, Stockton must have additional scholarships. A plan is in development and will be ready for review this winter.

Puerto Rican Heritage Month Resolution:

Chairman Weinstein reported that November was designated as Puerto Rican Heritage Month in celebration of the accomplishments of all Puerto Ricans. President Saatkamp introduced two representatives from Los Latinos Unidos; Mr. James Morera-Aponte and Ms. Camille Guzman. Mr. Morera-Aponte gave a brief background on the importance of the resolution and Ms. Guzman read the Resolution. Ms. Guzman also indicated a desire to change the name to Hispanic Heritage Month in the future so that all Hispanic cultures will be acknowledged. She extended invitations to attend programs throughout the month on campus. Upon a motion made by Trustee Matos and second by Trustee Radwanski, the Board voted to adopt the Resolution. Chairman Weinstein and Trustee Matos concurred that the change should be made to amend the Resolution to Hispanic Heritage Month for next year to broaden its scope.

Report by President of the Student Senate:

Chairman Weinstein called upon Ms. Sarah Collura, President of the Student Senate, to give a brief report. Ms Collura thanked the Board for the opportunity to update them on the current events of the Student Senate.

Ms. Collura announced two new members (freshmen)

had been added to the Student Senate and serve on the Student Welfare Committee and Public Relations Committee. Home coming was a success, with positive feedback on the homecoming events. Ms. Collura noted the Senate was sponsoring a Plagiarism Workshop on October 28 and the Annual Town Hall Meeting on November 30. The Senate is also engaged in ongoing discussions regarding initiatives presented by Provost Carr at their meeting last week. The shuttle system proposal is also being fine tuned. In closing, she invited the Stockton Community to share questions, ideas or issues with the Senate.

Chairman Weinstein thanked Ms. Collura for comments and he reminded the various committees that Ms. Collura, by reason of her office, has observer status at every Committee.

Report of the Finance Committee:

Chairman Weinstein commended the new members of the Finance Committee, which met for the first time earlier in the day. He reported the Committee reviewed several bid waivers. The Committee also discussed the Trustees approval of the use of a SWAP method for selling bonds. The Resolution approved on August 25, 2004 gave authority to the President, with support for the Finance Committee, to move forward with this without further action at this time. Chairman Weinstein also stated the proposed FY2005 Operating Budget for Final Reading and Adoption was the first of its kind the Trustees ever received.

The Finance Committee reviewed the Contract for External Auditor Services. The recommendation from the administration was for the College to select the lowest, responsible bid. The Finance Committee was satisfied the auditor was a competent and experienced; saving the College approximately \$100,000. He also mentioned the Board received a quarterly report of expenditures, which he anticipated would improve in format as the College moves forward with the Banner program.

Finally, the Committee considered a draft of the FY06 State Operating Budget Submission, which will be submitted to the Board in December for approval.

FY05 Bid Waiver Resolution:

Chairman Weinstein recommended Board approval of the FY05 Bid Waiver, which included the following: **Grenzenbach, Glier & Associates, Inc.** (\$100,000), for consulting services for the Development Offices; and **Adrienne Beinfest Marketing to Win** (\$39,000), for consulting services involving 2005 Spring Benefit. Upon a motion made by Trustee Jacobson and second by Trustee Matos, the Board voted to adopt the Resolution.

Confirming FY05 Bid Waiver Resolution:

Chairman Weinstein recommended the Board authorize the College to enter into contracts with the following vendor, which was a confirmation of actions taken by the Executive Committee for **The Rite of Springs Concert** (\$25,000) held on October 16, 2004.

Chairman Weinstein commented that in order to avoid requests such as the one before the trustees today, offices booking performance acts for the campus should give the necessary parties program information so that the Finance Committee can approve them and agree to have the bidding waived. Upon a motion made by Trustee Hoover and second by Trustee Jacobson, the Board voted to adopt the Resolution.

Mr. Michael Cool, Director of the Performing Arts Center concurred with the Chairman and attempted to explain the reasons for the confirming bid waiver, noting the original bid waiver was \$4,000 short of the funds needed for the concerts.

Trustee Jacobson remarked the bid waiver should have only been for an increase of \$4,000, not \$25,000. After further discussion, Chairman Weinstein recommended that this item be tabled until the December 8 meeting, at which time the administration would have time make the appropriate recommendation to the Board.

Revised Proposed FY2005 Operating Budget for Final Reading Resolution:

Chairman Weinstein requested the Board adopt the Revised Proposed FY2005 Operating Budget Resolution. The budget was prepared by the Office of Fiscal Affairs and accepted as a first reading at the September 22 meeting. Upon a motion by Trustee Jacobson and second by Student Trustee Radwanski, the Board voted to adopt the Revised Resolution.

Contract for External Audit Services Resolution:

Chairman Weinstein introduced for adoption the Contract for External Audit Services Resolution, which would authorize the College to enter into a contract with Ford, Scott, Seidenburg & Kennedy, LLC, from FY06 to FY08, for the purpose of completing the annual audit, the A-133 and the State OMB Circular Letter 04-04 audit. Upon a motion by Trustee Jacobson and second by Trustee Matos, the Board voted to adopt the Resolution. Trustee Jacobson requested when the Audit Committee meets in early 2005 that the committee receive the qualifications and description of responsibilities for the new auditing firm. Chairman Weinstein responded the new auditors should meet with the Audit Committee. Vice President Hale agreed to do this.

“Draft” FY06 State Submission Operating Budget:

Chairman Weinstein reported that this was an informational item only and commented this would be submitted to the Board at the December 8, 2004 for their approval.

Report of the Development Committee:

Trustee Matos, Chair of the Development Committee, reported the Committee would be meeting on November 17.

Trustee Matos thanked everyone who attended the Golf Outing, which was well attended. She also thanked the Development Office and volunteers for their participation.

Report by Dr. Peter Caporilli, President of the Richard Stockton Foundation:

Dr. Peter Caporilli, President of The Richard Stockton Foundation, briefed the audience on numerous initiatives currently underway by the Foundation. He reported the Foundation accounts currently total a record \$3.65 million; compared to \$3.4 million in January 2004 (20% increase in one year). The 2004 Spring Benefit and Golf Outing generated record net income of \$116,000 and \$19,200, respectively. The Foundation is also developing a plan to bring in additional funds to offset the reduction in State aid. The Foundation Board and Alumni Office have been working with consultant, Ms. Kathleen Kavanaugh, on the College’s new annual appeal to create more interest in the College among various constituencies. The \$tockTEN fundraising initiative will also be implemented. Moreover, to improve the quality of its Board of Trustees, the Foundation is planning a multi-disciplinary training program for new and existing Board members. The Foundation Nominating Committee will

also conduct a nationwide Universal Search for new board members.

Chairman Weinstein reminded the members of the Board that in past years members of the Foundation Board were nominated by the Foundation Board and approved this Board of Trustees. Last year the Foundation rewrote its Bylaws and now selects its members. However, a provision in their Bylaws requires that the Executive Committee of the Foundation meet with the Board of Trustees periodically.

Dr. Caporilli responded the Foundation Board welcomed the opportunity to work with the Trustees.

President Saatkamp commended Dr. Caporilli for his leadership with the Foundation Board.

Revised Personnel Resolution & Addendum to the Personnel Resolution:

Chairman Jacobson brought to the Board's attention the Revised Personnel Resolution & Addendum to the Personnel Resolution. Upon a motion made by Trustee Jacobson and second by Trustee Matos, the Board voted to adopt the Revised Resolution & Addendum, with an abstention from Student Trustee Radwanski.

Other Business:

There was no other business to come before the Board.

Comments from the Public:

The floor was opened to comments from the public.

Student Trustee Radwanski announced that he, President Saatkamp, and Student Trustee Alternate Furtado were working on bringing a conference for Student Trustees to the College in Spring 2005.

Provost Carr congratulated Ms. Sarah Faurot, Director of Alumni Relations, for a successful Homecoming, which was well attended by alumni and faculty.

Chief Glenn Miller came forward to speak about the C.O.P.S. program, which provides undergraduate students the opportunity to work in the Campus Police Department. Chief Miller introduced one of the interns, Mr. Joel Kelsey, 3.4 grade point average student. There are currently three students in the program and all want to become police officers.

Mr. Stephen Davis, President of the Council of Black Faculty & Staff, announced the Council's 23rd Annual Dinner and Dance on Saturday, November 6 the Trump Taj Mahal. This year's honorees are Dr. Joseph Marchetti and Stockton Alumnus, Councilman Marty Small.

Mr. Arthur Davis, Jr., Executive Director for Administrative Services & Liaison for Corporate Relations, announced the Stockton Employees Charitable Campaign kick-off breakfast on Friday, November 12, 2004; 7:00 a.m. and 10:30 a.m. President Saatkamp will Co-chair the State campaign this year. Stockton raised about \$45,000 last year.

Chairman Weinstein acknowledged the presence of Mrs. Dorothy Saatkamp at today's meeting and congratulated the Athletic Department's various teams for their successes.

Adjournment:

Chairman Weinstein announced a Special Board meeting on Wednesday, November 17, 2004 from 2:00 – 4:00 p.m. to specifically deal with capacity issues. The next regularly scheduled meeting of the Board of Trustees will be held in the Townsend Residential Life Center on Wednesday, December 8, 2004.

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

For the College,

Brian K. Jackson
Liaison to the Board & Assistant Secretary