



**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**WEDNESDAY, AUGUST 17, 2005**

**SCHEDULE AND AGENDA**

**REVISED (8/17/05) No. 2**

**NOTE:** The Meeting will open to the public at 1:30 p.m. in the Conference Room K-203k. Immediately following action on the Resolution to Meet in Closed Session, members of the public will be asked to leave the room. The Board will reconvene the Open/Public meeting at 3:45 p.m. on Stockton's campus in the Multipurpose Room of the Ann B. Townsend Residential Life Center (TRLC).

**1. Call to Order and Roll Call.**

On July 20, 2005 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*, (c) filed with the Secretary of State, (d) Galloway Township Clerk's Office and (e) Atlantic County Clerk's Office.

**2. Approval of the Minutes of the Regular Meeting on June 15, 2005 and  
Approval of the Minutes of the Special Ad-Hoc Meeting on July 1, 2005.**

**3. The Resolution to Meet in Closed Session is found on page 4.**

**4. Committee of the Whole Open/Public Session:**

**A. Report of the Chair**  
Trustee Gerald Weinstein

**B. President's Report**  
Herman J. Saatkamp, Jr.  
The College Report on Faculty and Staff is found on pages 5-27.

**C. Report: Board of Trustees' Retreat**  
Memorandum of Understanding between the College  
and The Richard Stockton College Foundation

**D. Report of the Academic Affairs and Planning Committee**  
Trustee Clarence C. Hoover, III, Chair

- Renewal of Faculty Personnel Process  
The Revised Resolution will be distributed.

E. Report of the Student Affairs Committee  
Vice President Joseph Marchetti

1. 2005 Summer Session – Final 10<sup>th</sup> Day Enrollment Statistics  
Information will be distributed.
2. 2005 Summer Orientation and Registration  
Fall 2005 First-Time Freshman/Transfer Update

F. Report of the Finance Committee  
Trustee Stanley Ellis, Chair

1. Proposed FY2006 Operating Budget  
The Resolution will be distributed.
2. Academic Tuition Effective For FY2006  
The Information and Resolution will be distributed.
3. FY06 Bid Waivers:
  - Emergency FY06 Bid Waivers
  - FY06 Bid WaiverThe Information and Resolutions are found on pages 29-33.
  - Emergency FY06 Bid Waiver-Munters Moisture Control Services
  - Emergency FY06 Bid Waiver-Purchase Concrete Barriers from United RentalsThe Information and Resolutions will be distributed.
4. Sale of Surplus College Property  
The Information and Resolutions are found on pages 34-35
5. Tuition Reimbursement Program for Student, Spouses, Dependents & Domestic Partners of Full-Time College Employees Attending the Richard Stockton College of New Jersey  
The Information and Resolution are found on pages 36-41.
6. Request for Proposal Approvals:
  - Holocaust Resource Center Addition
  - Elizabeth B. Alton Auditorium Renovation and Upgrade
  - Structured Parking Garage
  - Energy Sustainability Master Plan
  - Site and Roadway ImprovementsThe Information and Resolutions are found on pages 42-47.
7. College Center Architectural Services  
The Resolutions is found on page 48.
8. Science Building Architectural Services  
The Resolution is found on page 49.
9. Contract for Legal Services  
The Resolution will be distributed.
10. Purchase of Real Property:
  - Evergreen Campground Land
  - Pomona Road & Insbruck Avenue Land
  - Galloway Eldercare LandThe Resolutions are found on pages 50-52.

11. Tentative Approval of the Code of Ethics  
The Information and Resolution are found on pages 53-69.

G. Personnel Actions

The Personnel Resolution is found on pages 70-89.

The Addendum to the Personnel Resolution will be distributed.

- H. Report of the Nominating Committee  
Trustees James Yoh

- I. Other Business

- J. Comments from the Public

- K. The next regularly scheduled meeting of the Board will be held on **Wednesday, September 21, 2005** in the Multipurpose Room of the Ann B. Townsend Residential Life Center.

- L. Adjournment

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**RESOLUTION TO MEET IN CLOSED SESSION**

- WHEREAS,** The Open Public Meeting Act (P.L. 1975, Ch. 231) permits public bodies to exclude the public from discussion of any matter as described in Subsection 7(b) of the Act, providing that the public body adopts a resolution at a public meeting indicating its intent to hold a closed session, and
- WHEREAS,** Subsection 7(b) of the Act contains exclusions for personnel matters; terms and conditions of employment; collective bargaining agreements including negotiated positions; anticipated or pending legislation; and any matters involving the purchase, lease, or acquisition of real property; therefore, be it
- RESOLVED,** that the Board of Trustees shall meet in closed session to discuss personnel, collective bargaining, and litigation matters including recommendations of the President contained in the attached Personnel Resolution, and be it further
- RESOLVED,** that the discussion of personnel, collective bargaining, and litigation matters will be disclosed to the public during that portion of the meeting which convenes at 3:45 p.m.

August 17, 2005



# THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

## BOARD OF TRUSTEES

### COLLEGE REPORT ON FACULTY AND STAFF

**August 17, 2005**

An illustrative glimpse of the wide-ranging, professional activities of the College's faculty and staff is provided through a number of recent snapshots.

### ACADEMIC AFFAIRS

#### ARTS AND HUMANITIES

**MICHAEL HAYSE**, Associate Professor of History, was accepted for a four-week National Endowment for the Humanities (NEH) Summer Institute organized by the University of Massachusetts-Amherst on, "German and European Studies in the U.S.: Changing World, Shifting Narratives." The award provides a stipend for travel and living expenses. 3 July to 6 Aug 2005.

**WILLIAM LUBENOW**, Professor of History, presented a lecture entitled, "St. Edmund's House and Roman Catholicism in the University." Society for the History of the University. Darwin College, the University of Cambridge, UK. 19 May 2005.

**ROBERT NICHOLS**, Associate Professor of History, presented, "Indian Ocean Labor Migration, Pashtuns to the Gulf, 1950-2000." Rockefeller Foundation Funded Conference and edited volume workshop on, "Transnational Migration: Foreign Labor and Its Impact in the Gulf." Bellagio Center. Lake Como, Italy. June 2005.

**KATE NEARPASS OGDEN**, Associate Professor of Art History, participated in the following professional activities during this past academic year:

- Co-chaired a symposium, "Spirituality in the Arts from a Multicultural Perspective," along with Ms. A. M. Weaver, Curator of Exhibitions, The Noyes Museum. The symposium, which featured four speakers from different museums and colleges, was moderated by **JOSEPH RUBENSTEIN**, Professor of Anthropology, and followed by a reception in the College Art Gallery. 21 Oct 2004.
- Served for a third year on an advisory committee for the Autry Museum of Western Heritage, for the upcoming exhibition of the art of Yosemite. Los Angeles, CA. 2006.
- Along with **GAIL ROSENTHAL**, Supervisor of the Holocaust Resource Center, presented several gallery lectures on the topic, "Karl Koenig and the Gumoil Photographic Process" (3/17, 3/23, 3/30) during the run of the exhibition, "There is No Why Here: Gumoil Photographs of Concentration Camps, 1994-2003, by Karl Koenig." Stockton College Art Gallery (Feb.-Mar. 2005). **Ms. Rosenthal** also trained student docents who gave tours of the exhibition.
- Served as juror for two local art exhibitions entitled, "Winter Art Show," Galloway Art Center, Dec. 2004 and "Women Artists," Hammonton Arts Center, Feb. 2005.

- Presented, "Web Site Project: Art & Architecture of New Jersey." Stockton's Day of Scholarship. 7 Apr 2005.

**SUYA YIN**, Assistant Professor of Communications, published a Reader's Guide. The Art of Public Speaking. By S.E. Lucas. 8<sup>th</sup> ed. Beijing: Foreign Language Teaching & Research Press and McGraw-Hill. Oct 2004: 5-12.

## **GENERAL STUDIES**

**JAN COLIJN**, Dean of General Studies, and **MARYANN MCLOUGHLIN**, Assistant Supervisor of the Holocaust Resource Center, were awarded the 2005 Honey and Maurice Axelrod Award at a ceremony at Mercer County Community College. 5 June 2005. The award is given to educators who have demonstrated outstanding efforts in teaching Holocaust and Genocide Studies.

**Dr. McLoughlin** edited, Beyond the Ouija Board: A WWII Teenager in Occupied Belgium, by Arlette Michaelis. ComteQ Publishing. 2005. The Graphics Department provided the lay-out and the book jacket was designed by **Jacob Pezzicola**. The book is the author's war memoir who was an underground courier whose family sheltered Jews from the Nazis.

**EMILY HEEREMA**, news editor of the ARGO, has been selected to travel with 14 college campus editors in the Anti-Defamation League's Campus Editor's Mission study tour to Poland and Israel in August 2005. **Ms. Heerema**, a junior majoring in Literature, competed with 70 finalists from throughout the US who were selected on the merit of their essays and an interview. The study tour is fully funded by the ADL.

**GAIL ROSENTHAL**, Holocaust Resource Center, presented 24 Holocaust survivors to be participants in the Atlantic County Institute of Technology graduation. Each Holocaust survivor received a Certificate of Achievement for their lifetime accomplishments in vocations such as agriculture, hospitality and culinary arts. This was the first recognition of this type for Holocaust survivors in the United States and was covered by national media. 16 June 2005.

## **NATURAL SCIENCES AND MATHEMATICS**

**MARGARET LEWIS**, Associate Professor of Biology, is co-author of a paper entitled, "Plio-Pleistocene Carnivora of Eastern Africa: Species Richness and Turnover Patterns." Zoological Journal of the Linnean Society. 144.2 (June 2005): 121-144.

**Professor Lewis** also received a Distinguished Faculty Fellowship in the amount of \$5,000 from The Richard Stockton College for grant activity of "Description and Analysis of the Fossil Carnivores from Eastern Africa."

**YITZHAK SHARON**, Professor of Physics, is co-author of a paper entitled, "The Origin of the Spin Orbit Interaction in Some Light Nuclei Using a Modified Interaction," Annals of Physics. Feb 2005.

**RALPH WERNER**, Associate Professor of Biology, is the primary author of a paper entitled, "Lack of Parasitism in the Diamondback Terrapin (*Malaclemys Terrapin*)."  
Journal of Herpetological Review. 36.2 (June 2005): 127-129.

## **PROFESSIONAL STUDIES**

**NORMA BLECKER**, Assistant Professor of Special Education, presented, "Mind, Music & Memory: Brain Compatible Strategies for Language Learning." Language: The Heartbeat of all Cultures Conference. New Jersey Teachers of English to Speakers of Other Languages/ New Jersey Bilingual Educators (NJTESOL/NJBE). Somerset, NJ. 10-11 May 2005.

**ELAINE BUKOWSKI**, Professor of Physical Therapy, co-authored two chapters in Modalities for Therapeutic Intervention. 4<sup>th</sup> ed. Philadelphia : F.A. Davis Company, 2005. It was just released at the American Physical Therapy Association Annual Conference in Boston. Chapter 7 is entitled, "Hydrotherapy: The Use of Water as a Therapeutic Agent," co-authored with **THOMAS P. NOLAN**, Associate Professor of Physical Therapy. Chapter 8 is entitled, "Electromagnetic Radiation: "Laser, Ultraviolet, and Diathermy," co-authored with Enrico M. Dellagatta, PT, Med.

**MARY LOU GALANTINO**, Professor of Physical Therapy, was the invited guest lecturer of the Atlantic Hematology Oncology Group where she presented, "Integrating Complementary and Alternative Medicine into Cancer Care – On the Other Side of the Table." May 2005

**Professor Galantino** addressed the Parent Teacher's Association of Delaware on the "Development of Yoga for Children." 12 May 2005.

**AJANTHA HERATH**, Assistant Professor of Computer Science and Information Systems, mentored two students whose papers were accepted for presentation at the Institute for Electrical & Electronic Engineers Students Activities Conference. Rowan University. 7-8 Apr 2005.

**Professor Herath** was Session Chair at the 6<sup>th</sup> Information Assurance Conference. Institute for Electrical & Electronic Engineers. West Point Military Academy. 15-17 June 2005.

**BESS KATHRINS**, Professor of Physical Therapy, and **PATRICIA MCGINNIS**, Associate Professor of Physical Therapy, et al, presented, "Reliability of Self-Monitoring Heart Rate at Rest and with Exercise." Annual Conference of the American Physical Therapy Association. Boston, MA. 7-11 June 2005. **Professor Kathrins** co-authored with **Professor McGinnis**, et al, "Reliability of Self-Monitoring Heart Rate at Rest and with Exercise." Journal of Physical Therapy. <http://www.ptjournal.org> 19.6 June 2005.

**ALYSIA MASTRANGELO**, Assistant Professor of Physical Therapy, co-presented with E. Chaloupka and P. Rattigan of Rowan University, "Comparison of Cardiovascular Endurance in Obese versus Non-obese 6-11 Year Olds." Scholar's Night Out Conference. Rowan University. Glassboro, NJ. 29 Mar 2005.

**Professor Mastrangelo** also co-presented with Richard Stockton College graduate students D. Legendre, K. Lowe, M. Nyzio, A. Niemczak and S. Torcato, "Effect of Aquatic Exercise on Menopause Symptoms and Quality of Life." Day of Scholarship Conference. Richard Stockton College. 7 Apr 2005.

**Professor Mastrangelo** co-authored with J. Kang, E. Chaloupka, J. Hoffman, N. Ratamess and E. O'Connor, published, "Metabolic and Perceptual Responses during Spinning@Cycle Exercise." Medicine & Science in Sports & Exercise. 37.5 (May 2005): 853-859.

**Alysia Mastrangelo** presented, "Effect of Iyengar Yoga on Menopausal Symptoms." American College of Sports Medicine. Nashville, TN. 1-4 June 2005.

**Professor Mastrangelo** made a presentation on "Body Composition." Health Fitness Instructors' Workshop. College of New Jersey. Ewing, NJ. 15 June 2005.

**THOMAS P. NOLAN JR.**, Associate Professor of Physical Therapy, co-edited with Susan L. Michlovitz, Modalities for Therapeutic Intervention. Philadelphia, PA.: F. A. Davis Company. 7 June 2005. **Professor Nolan** authored Chapter 6: "Electrotherapeutic Modalities: Electrotherapy and Iontophoresis," Chapter 9, "Mechanical Modalities: Traction and Intermittent Pneumatic Compression," and Chapter 14, "Emerging Modalities: Is There Evidence?"

**MICHAEL OLAN**, Associate Professor of Computer Science and Information Systems, presented, "Wireless Communications, Security, Networking." Mid-Atlantic Institute for Telecommunications Technologies Summer Workshop. Brookdale Community College. Lincroft, NJ. 20-22 June 2005.

**MICHAEL SCALES**, Instructor in Business Studies, presented with **CLIFFORD WHITEM**, Director of Hospitality/ Professor of Business Studies, "The Selection Process for Entry-level Foodservice Managers in the Hospitality Industry." Proceedings of the Association of Pennsylvania University Business and Economic Faculty 2004 Conference. University Park, PA. 2004.

**Professor Scales** presented, "Bridging the Gap: A Study of Summer Bridge Participants and Their Freshman Year Success." Association for the Study of Higher Education American Educational Research Association International Conference. Montreal, Canada. 12-15 Apr 2005.

**Professor Scales** presented, "Crisis Management and The Media" and "Connecting With Your Customers: How to Create, Implement, and Interpret Data from Market Surveys." The New Jersey Governor's Annual Conference on Tourism. Atlantic City, NJ. 20-22 Apr 2005.

**Professor Scales** received a Hometown Hero Award for directing the project "Hospitality Helping Homeless," granted by the Atlantic City Boardwalk Bullies. 4 Mar 2005.

**Professor Scales** received a \$1,500.00 National Restaurant Association Educational Foundation Work Study Grant from the National Restaurant Association. 3 June 2005.

**VICTORIA SCHINDLER**, Assistant Professor of Occupational Therapy, presented "Using an Evidenced-Based Intervention in Mental Health Practice." American Occupational Therapy Association Annual Conference. Long Beach, CA. 15 May 2005.

**Professor Schindler**, presented with **SHARON GUTMAN**, Associate Professor of Occupational Therapy, "Supported Education Services to Help Adults Pursue Their Educational Goals." 2005 Wellness Conference. Collaborative Support Programs. Long Branch, NJ. 10 June 2005.

## **SOCIAL & BEHAVIORAL SCIENCES**

**DAVID BURDICK**, Associate Professor of Psychology, published an article, "Technology and Aging: Not an Oxymoron." Association of Gerontology in Higher Education Exchange. 28.4 (April/May 2005): 1, 8-9.

**LISA COX**, Associate Professor of Social Work, attended the regional Curriculum Development Institute (CDI) sponsored by the Council of Social Work Education's (CSWE) National Center for Gerontological Social Work Education. Simmons College. Boston, MA 16-19 July 2005. **Professor Cox's** selection for this Institute links Stockton to the John A. Hartford Foundation's commitment to aging and health. Professor Cox's role as a CDI participant is to commit time and resources to infuse gerontological knowledge and competencies into the social work foundation courses at Stockton.

**JANICE JOSEPH**, Professor of Criminal Justice, presented a paper, "Closed Circuit TV and Crime." 42<sup>nd</sup> Annual Academy of Criminal Justice Sciences Conference. Chicago, IL. 15-19 Mar 2005. At the same

conference, **Professor Joseph** also presented a workshop entitled, "Strategies for Internationalizing the Criminal Justice Curriculum."

**Professor Joseph** presented a workshop entitled, "Violence against Women: International Perspective." South London African Women Organization Conference. London, England. 15 May 2005.

**Professor Joseph** presented, "Strategies for Internationalizing the Curriculum/Courses." School of Health and Social Sciences at Coventry University. Coventry, England. 16 May 2005.

**Professor Joseph** also presented a paper at the Democracy and Global Security Conference in Istanbul, Turkey. The conference was sponsored by the Turkish National Police under the auspices of the Prime Minister of Turkey. The title of the paper was "Trafficking Women for Sexual Slavery." 9-11 June 2005.

**Professor Joseph** team-taught a graduate course: Victimology, Victim Assistance, and Criminal Justice. Inter University Centre. Dubrovnik, Croatia. June 2005.

**Professor Joseph** wrote the chapter, "Female Victims of Gender-Based Violence: International Perspective." Victims of Crime and Abuse of Power. Eduardo Vetere and David Pedro, eds. New York: United Nations. (2005): 473-484.

**Professor Joseph** served as external reviewer for promotion from Associate to Full Professor for faculty member Delores Jones Brown. John Jay College of Criminal Justice. New York. May 2005

**DAVID LESTER**, Professor of Psychology, presented a plenary session, "Can Suicide Be a Good Death?" VI International Congress of the International Association for Thanatology and Suicidology. Bologna, Italy. 9 June 2005.

**WILLIAM MILEY**, Professor of Psychology, earned the American College of Sports Medicine distinction as an ACSM Certified Personal Trainer.

**CHRISTINE TARTARO**, Assistant Professor of Criminal Justice, presented a paper, "Suicide in Direct Supervision Jails." Environmental Design Research Association Meeting. Vancouver, WA. 30 Apr 2005.

**Professor Tartaro** also presented a paper entitled, "Suicide in Jails." Academy of Criminal Justice Sciences Meeting. Chicago, IL. 17 Mar 2005.

**Professor Tartaro** recently co-published an article with **PROFESSOR DAVID LESTER**, Professor of Psychology, entitled, "An Application of Durkheim's Theory of Suicide to Prison Suicides in the United States." Death Studies. 29 (2005): 413-422.

**Professor Tartaro** also published an article titled, "Section 1983 Liability and Custodial Suicide: A Look at What Plaintiffs Face in Court." California Journal of Health Promotion. 3.2 (2005): 113-124.

**Professor Tartaro** served as outside reviewer for the 2005 Journal of Criminal Justice Policy Review, Sage Publications.

## **STAFF**

**DEBRA DAGAVARIAN**, Assistant Provost, co-presented a session at the National Institute on the Assessment of Experiential Learning, titled, "Marketing and Financing Prior Learning Assessment Programs." Princeton, NJ. 5 June 2005.

**DEBORAH M. FIGART**, Dean of Graduate Studies and Professor of Economics, and **ELLEN MUTARI**, Associate Professor of General Studies, published, "Rereading Becker: Contextualizing the Development of Discrimination Theory." Journal of Economic Issues. 39.2 (2005):475-483.

**Dr. Figart** has been selected as a Co-Editor of the Review of Social Economy, an economics journal published by Routledge/Taylor & Francis. July 2005 – July 2008.

**THOMAS J. GRITES**, Assistant to the Provost, and Dr. Ruth Darling, University of Tennessee, conducted an evaluation of the Student-Athlete Enhancement Center and the Campus Academic Advising program at the Middle Tennessee State University. Murfreesboro, TN. 16 May 2005.

**Dr. Grites** was the co-keynote speaker along with Betsy McCalla-Wriggins of Rowan University, at the Thirteenth Annual New Jersey Advisors Conference. **Dr. Grites**, along with **MS. PAULA DOLLARHIDE**, Assistant Director of the Center for Academic Advising, and students Carly Hertline and Kelly Stillwell also presented a program entitled, "Transfer Student Seminars: A Sure Bet for Academic Success." Trenton, NJ. 9 June 2005.

**BETH OLSEN**, Director of Grants Development, has been elected to serve for a 2-year term on the National Advisory Board for the Grants Resource Center of the American Association of State Colleges and Universities. 2005-2007.

**DAVID PINTO**, Director of Library Services, was elected as President of the Council of New Jersey College and University Library Deans, University Librarians, and Directors for a one year term. July 2005-July 2006.

## **COMPUTER SERVICES**

### **Active Directory Migration**

In order to manage our instructional facilities more efficiently, we are migrating from Novell Directory Services to Active Directory Services. Approximately 80% of our lab computers and all electronic classrooms are connected to the new platform. The remaining labs support specialized applications and will be migrated at a later date.

### **Hardware Upgrades**

New computers have been installed in The Townsend Residential Life Center, Lakeside Center, Lakeside Center North, and CC103. Machines from this lab have been placed in other labs with older hardware. New podium computers have been installed in B16, B126, C001, D003, and H118.

### **New Electronic Classrooms**

Four new electronic classrooms have been added: N-115, F-209, B012, B014. All are have access to the media distribution system and are equipped with a projector, screen, and lectern containing, computer, StarBoard, USB ports, wireless mice and connections for instructor/speaker owned laptop computers.

### **Wireless Network Expansion**

Stockton's wireless networking continues to grow. The latest addition is wireless network coverage in the Carnegie Library facility.

### **Stockton Parkway Building Online**

The office of Telecommunications and Networks completed the installation of the Voice, Data and Security networks and the installation and configuration of Telephone and Data equipment for each employee in the building.

### **Network Upgrades on Main Campus**

Network upgrades in the J-wing, F-wing and A&S telecommunications closets have been completed. These upgrades will enable us to provide higher performance circuits to each of these areas.

### **Technology Orientation**

In conjunction with Human Resources, Computer and Telecommunication Services is providing an orientation to the technology environment at Stockton. After attending a new employee orientation in Human Resources, new employees meet with Roberto Castillo for technology self-assessment and overview of the technology resources here at the College.

### **ERP Disaster Recovery**

A new data backup and disaster recovery system has been implemented for SCT Banner system. The Banner production database is mirrored at a disaster recovery site. Updates to Banner system files are written to the mirrored site in real-time. In the event of a disaster or extended disruption of service due to equipment failure, the disaster site would be utilized.

### **Campus Web Page Expansion and Update**

New or updated sites are now in place for the following offices: Internal Audit, Instructional Media and Technology, and the Wellness Center.

## **CAMPUS POLICE**

Lieutenant **CHUCK RICHVALSKY** attended a one-week Executive Leadership school hosted by the New Jersey State Police. The seminar included a two day visit and presentation of the Battle of Gettysburg which focused on the leadership skills of the commanders of both the Union and Confederate Armies.

Chief **GLENN MILLER** has been elected to the Executive Board of the New Jersey College and University Public Safety Association (NJCUPSA), an organization of college public safety professionals dedicated to the improvement of college safety and security in New Jersey.

Officers **CINDY PARKER, MARIA PARZIALE, JOHN FORTE, GIOVANNI MAIONE** and **MICHAEL MEYERS** attended a one day Leadership Seminar hosted by the New Jersey College and University Public Safety Association at Rider University.

Chief **GLENN MILLER** attended a one-week Mid-Atlantic Law Enforcement Executive Development Seminar at Princeton University hosted by the FBI.

## **FACILITIES PLANNING AND CONSTRUCTION**

### **Housing I HVAC Update**

This two-year project requires the demolition and reinstallation of hot air furnaces and hot water heaters in 256 garden-style apartments located in the Housing I complex. Construction for this project commenced during the spring of 2004 and is expected to be completed mid-August. Currently, this project is approximately 60% complete. When completed, this venture will improve the performance and reliability of the utilities in Housing I and upgrade the complex infrastructure to the same level as the three other campus housing units.

### **Academic Exterior Repairs and Replacement Update**

Painting of the rehabilitated exterior panels of the main academic campus buildings facade, halted during the winter months, is continuing. Change orders to repair and replace the panels in M-Wing (Performing Arts Center) and N-Wing, have been issued. Dependent upon weather conditions, this additional work will continue to the end of 2005 and into the first half of 2006.

### **Academic HVAC Replacement Update**

The project, which entails the extension of the geothermal cooling system to additional academic campus buildings and the installation of a cooling tower next to Parking Lot I, continues ahead of schedule. Approximately 75% of the contracted work has been completed. Excavation adjacent to the main parking lots for the installation of the cold water distribution piping proved to be challenging, due to pedestrian and vehicular traffic, however the work is nearly complete.

### **Miscellaneous Renovations Update**

The renovation of the Parkway Building on Jimmie Leeds Road has been successfully completed. Several departments from the Division of Administration and Finance moved into the renovated building during the week of July 18, 2005.

The vacated areas of Upper and Lower J-Wing will become 40 new faculty offices and are in various stages of renovation. This project continues to be on budget and on schedule for final completion by mid-August.

Ongoing renovations of upper K-Wing, which were temporarily halted to allow Plant Management staff to construct J-Wing faculty offices by the beginning of the fall semester, will be completed mid-fall.

### **Lake Fred Spillway Repairs Update**

Following advertisement for bids, a contract was awarded to the lowest responsible bidder, Elk Pipeline, Inc., on July 18, 2005, in the amount of \$699,570. Civil Dynamics of Stockholm, New Jersey, is the engineer for the project.

A preconstruction and mandated fish salvage operation was performed in June by Allied Biological. The fish species were documented and the operation, approved by the New Jersey Division of Fish and Wildlife, was successful. A schedule for construction was provided during a DPMC Pre-Construction Meeting held in July and anticipates completion of this project by mid-December 2005.

Due to the flood of 1997, the College is to be partially reimbursed for this project through the College's insurance carrier.



## Satellite Dish Replacement

In July, a contract was awarded to the lowest responsible bidder, Joseph B. Callaghan, Inc., for Design and Construction Administration Services, in the amount of \$11,000. This project involves the replacement of two (2) satellite dishes: a ground mounted satellite dish located in N-Wing, which will be replaced first, and a roof-mounted satellite dish located on E-Wing. The E-Wing satellite dish is the College's primary satellite dish and is heavily scheduled for down-linking events and access channels.

## F-Wing Extension and Renovation

Structural steel erection and metal decking have been completed. NAMS faculty and staff have been able to move back into the laboratory area of Lower F-Wing since completion. Demolition of the ductwork in the ceiling in front of the Library began in July. Overall, the project schedule, as it relates to the re-use of the NAMS laboratories, is favorable.

## PLANT MANAGEMENT

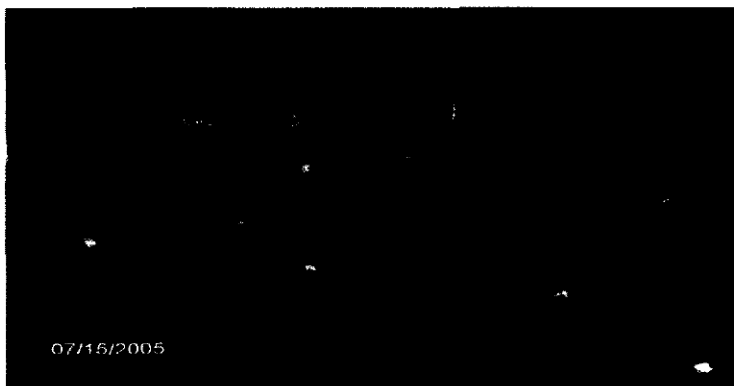
Under the leadership of **MARTY HUGHES**, Director of Plant Management and Housing Maintenance, and the initiative of Associate Director **DON WOOLSLAYER**, Plant Management has set an aggressive pace to accommodate requests while meeting the mission goal of maintaining the buildings and grounds.

### Plant Management Projects

Plant Management has overseen and served in the capacity of general construction contractor and sub contractor for the renovation and upgrade of the following:

Electronic classrooms: In cooperation with Computer Services, four existing classrooms (B012, B014, F209 and N115) have been converted to electronic classrooms to meet the College's goal of having electronic capability in all classrooms where possible.

Building 32, I-Wing gym floor: The I-Wing gym floor was becoming a safety concern due to "cupping" of the wooden floor slats and has been refinished, ensuring the safety of athletes, students and program attendees.



I-Wing gym successfully refinished in time for Day Camp 2005

NAMS Lab animal room: A collapsed sewage pipe for the floor drain that services the NAMS lab animal room required removal of the concrete floor and extensive repair.

Upper and Lower K-Wing renovation: Completion of Phase IV area for Grants Development and Provost Office.

Performing Arts Center: Due to age and wear, a number of seats in the Center have failed. In cooperation with **MIKE COOL** and **DAVID BUZZA**, Plant Management initiated an extensive project to overhaul all 520 fixed seats, which included refinishing wooden arm rests, and replacing foam, fabric and headrests. The seating project is currently in progress with a scheduled finish date of September 24, 2005, which will ensure the safety of our patrons.

F-Wing gallery temporary partition: In cooperation with **JULIE BOWEN** and the Graphics Department, Plant Management painted the temporary wall, and installed an informative display of the Master Plan.

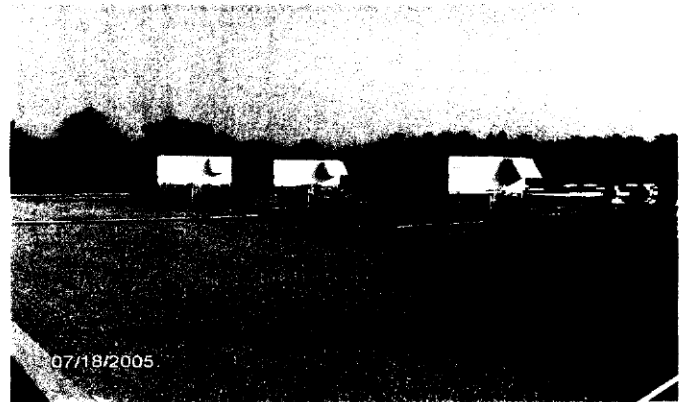
Building 31 mechanical transformer room exhaust: Rebuilt system to prevent overheating of electrical sub stations.

Building 33 and N-Wing kitchen: Replaced original tray roll carts from 1982, installed new ice making machine "flaker" in kitchen and replaced motors on convection ovens.

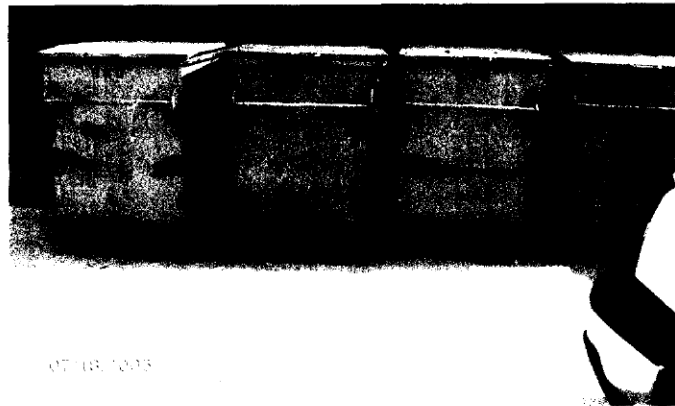
Main campus painting: Under the direction of painter **CHICK DOROFEE**, 72 HVAC rooftop units, unit curbing, and natural gas piping have been painted. The Paint Section has also reconditioned about 50 of over 140 refuse dumpsters and is painting parking lot stripes.



Rooftop HVAC units before painting



After



Dumpsters before painting



After

J-Wing renovation is in progress to create 27 additional faculty offices in the upper level and 13 faculty offices in the lower level that includes 3 double offices



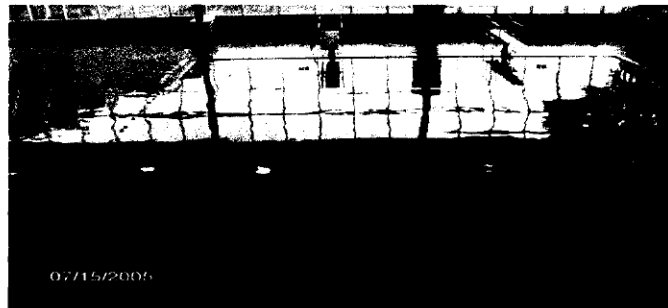
Faculty office construction Upper J-Wing  
Upper J-Wing



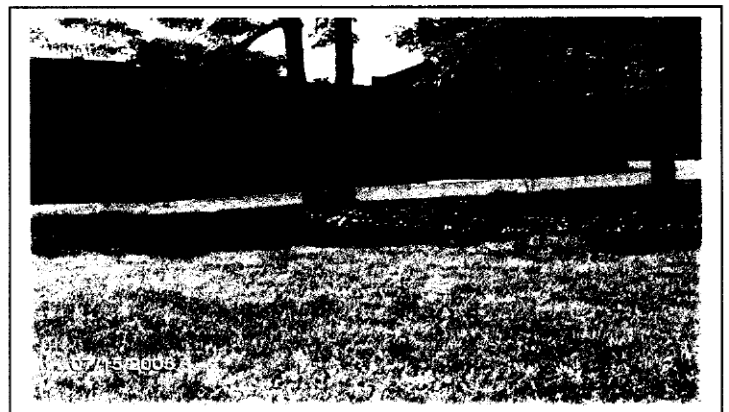
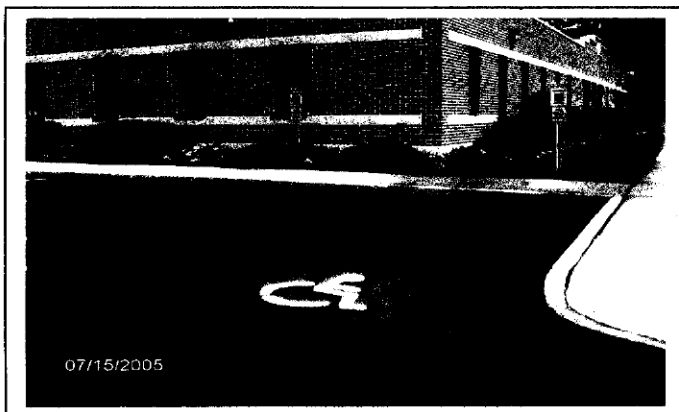
New Corridor with six faculty offices

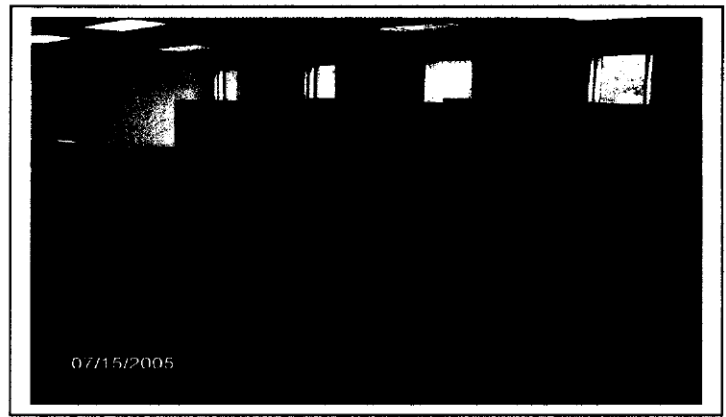
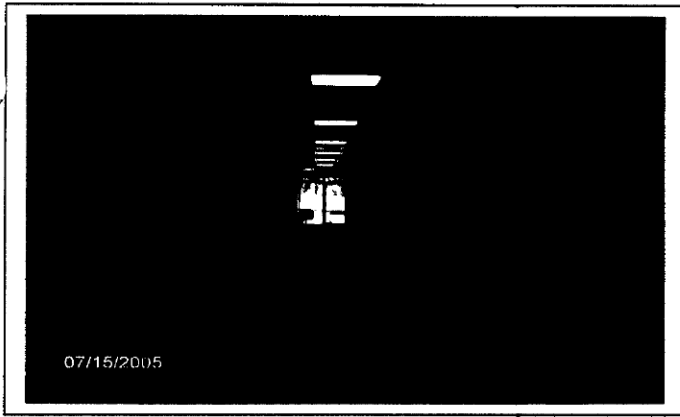
Main campus galleries signage: wing identification directories at the end of each corridor were upgraded with the assistance of **JULIE BOWEN**, Supervisor, Graphics Production and **BILL HOUCK**, Assistant Supervisor, Plant Management.

Building 32, L-Wing swimming pool: The pool was repainted, wooden benches were re-varnished and it reopened in time for summer programming.



Parkway Building interior renovation received a building certificate of occupancy from the New Jersey Department of Community Affairs on 7/13/2005. In addition, the exterior of the building and walkways were power washed. The parking lot has been patched, coated with sealer and repainted to meet Americans with Disabilities Act (ADA) requirements.





Parkway Building.

Building 117 Lakeside Center: Redesigned interior and exterior lighting to improve security of building, creating a safer environment for our students.

Housing mattress replacement: This part of a two-year plan approved by the Board on June 16, 2004 was completed this summer mattresses replaced in Housing I, II and III. In order to create a more accommodating atmosphere for our students, the mattresses were upgraded from 75 inches to 80 inches due to the increased national height averages.

Housing bed replacement: All beds have been replaced in the second of a five-year plan implemented last summer.

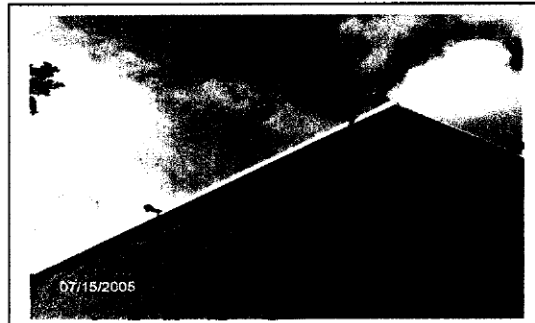
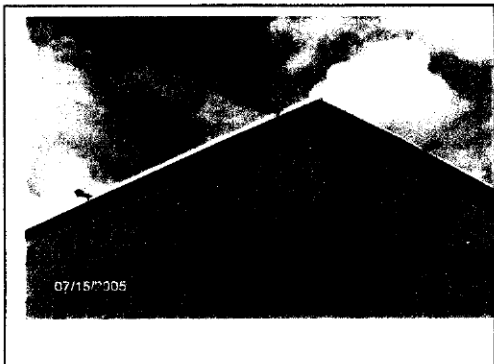
Housing I: The Plumbing Section has replaced 128 potable water isolation shutoff valves for the apartments and is replacing 256 toilet water supply valves.

Housing I through IV: Inoperable exterior hose bibs have been replaced.

Housing I electric service: The main disconnect enclosures that supply power to the apartments had deteriorated so that they were no longer lockable and are being replaced. A, B, C and D courts are complete.

Housing II draperies: During the summer of 2004, the windows in Housing II were replaced under the Housing II Exterior Replacement Project. Due to a bid requiring negotiation to meet the allocated budget, replacement of the worn draperies was deferred until this summer.

Housing II lighting: In order to create a safer and more aesthetic environment in Housing II & III courtyards, the existing undependable pole (bubble) light fixtures were replaced by energy efficient roof-mounted fixtures installed under guidance of electrician **ALBIN MONTAG**.



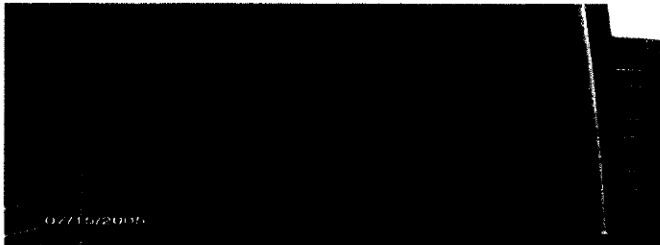
Housing II roof mounted lights, replacing ground poles that were subject to vehicle damage and vandalism.

Housing II - III: The cleaning of all units and carpets has been completed. Various summer conferencing groups currently occupy the buildings.

Housing IV: The Housing IV apartment complex interiors have been completely repainted under the direction of painter **NICK SANTANA**. Heat and air conditioning units have also been reconditioned.

Housing IV: A new volleyball court has been installed in the courtyard at the request of the Stockton Residents Association with approval of Resident Life.

Housing III exterior restoration (Bldg 37 L-P Dorms): Exterior maintenance has been deferred on these 19 year old buildings which desperately needed exterior maintenance to prevent damage similar to that of Housing II in 2003, (rotted windows requiring replacement, mold damage). The project includes exterior patching of holes, cleaning, painting and recaulking. Projected completion is scheduled for September, 2005.



Housing III Exterior primer paint and holes patched. Finish coat will match Housing II.

### Project Support

The Department of Plant Management continues to support and coordinate the construction projects initiated by Facilities Planning and Construction (FPC), as well as those initiated by the Plant Management Department via their preventive maintenance program. This includes providing support for the ongoing main campus-wide HVAC cooling tower; Aquifer Thermal Energy Source; F-Wing Overbuild (this required a temporary renovation of C-Wing and A&S Building and moving of NAMS Lab personnel and faculty); Housing I water heater and heat and air conditioning unit replacement in E through H-Courts.

### Compliance

Plant Management continues to oversee many of the compliance requirements of the College. In cooperation with **INDIA JACOBS** from the Purchasing Department, an annual Elevator Maintenance Contract was awarded to meet applicable codes and to ensure the safety of the College community. The Plant Management Department thanks **MS. JACOBS** for her expertise and assistance in accomplishing this important task.

**CRAIG RUGGLES**, Assistant Engineer in Charge of Maintenance, has recently renewed the College's six FCC regulated two-way radio licenses. These communications are utilized by the Police Department, Nacote Creek Marine Station, and Plant Management for daily operations and all emergency situations. As a result of the renewal processes, the College is assured federal compliance into the year 2014.

A recent PEOSH inspection found no violations in or around the campus thanks to the continued diligence on the part of many Plant Management employees.

Successful life safety testing inspections were also completed as required by State mandate. These inspections also included fire alarm systems as well as fire suppression systems; sprinklers (including 35 new systems that have been installed in the last two years making our Housing units and main campus fully suppressed), backflow preventers, kitchen range hoods and Halon systems.

### **Event Support**

In cooperation with Athletics, the Development Office, Enrollment Management, Event Services, Student Services and the Board of Activities, Plant Management provided support and setup services for the following successful institutional, divisional and outside major events:

- Spring Commencement
- Employee Recognition Breakfast
- Teen Arts Festival
- Rotary Leadership Training
- Alumni Reunion
- EOF Summer Program
- Galloway Graduation
- F-Wing Beam Signing Ceremony
- Alumni Weekend
- Employee Wellness Day
- Stockton Day Camp
- NJ WAVE
- Rotary Summer Camp
- Southern Regional Institute Conference/ETTC Conference
- Lacrosse Camp
- Governor's School
- Freshman/Transfer Orientation Program
- Orientation Honor's Program
- Off-Campus Housing Fair
- Student Worker Appreciation Barbecue

## **Staff Training**

**MATTHEW BUTENHOFF**, Assistant Supervisor of Building Repairs, completed a course "Swimming Pools, Hot Tubs, Spas" sponsored by Rutgers University and the New Jersey Department of Community Affairs on June 15, 2005. He also completed a course "Electric Sub-code/Construction Official" sponsored by Rutgers University and the New Jersey Department of Community Affairs on June 28, 2005.

**JOSEPH PETRILLI**, Electrician, recently completed vocational/technical classes in "Commercial Wiring 101" and "Commercial Wiring 102" from the Atlantic County Institute of Technology. **MR. PETRILLI** also completed a continuing education course on Advanced Electrical Print Reading sponsored by the Cook College Office of Continuing Professional Education on May 10, 2005.

**JOSEPH VANNUCCI**, Plumber/Steamfitter, completed an "Operation and Maintenance of Wastewater Collection Systems" course on June 2-3, 2005.

**ALBIN MONTAG**, Electrician, **BILL STEVENS** Non-Automotive Mechanic and **JOSEPH VANNUCCI**, Plumber/Steamfitter completed a course for "Rigging and Hoisting Safety" on June 17, 2005, sponsored by the Cook College Office of Continuing Professional Education.

**KEITH FORD**, Repairer, recently completed courses "Commercial Wiring 101" and "Commercial Wiring 102" at the Atlantic County Institute of Technology Evening Division in Mays Landing, New Jersey.

**ROBERT KELLY** and **LEROY PURDY**, Repairers, and **ROBERT MCKEON**, Temporary HVAC Technician, received Certificates of Completion successfully completed a Basic Electricity course presented by Tozour-Trane on May 12, 2005.

## **PRESIDENT'S OFFICE**

### **OFFICE OF ALUMNI RELATIONS**

#### **Twenty Year Reunion**

Nearly 100 people attended the 20 Year Reunion on May 21, 2005 at The Lakeside Center on Stockton's campus. Alumni from the classes of 84, 85 and 86 returned for the event. Speakers included **DR. PETER CAPORILLI**, Foundation President, **DR. DAVID CARR**, Provost and Executive Vice President for Academic Affairs, **SARA FAUROT CROWLEY**, Director of Alumni Relations and the Annual Fund and **BONNIE PUTTERMAN**, Class of 85 and Reunion Chair. This group has already requested a 25 Year Reunion.

The Volunteer effort for the ShopRite LPGA Classic, led by **VAL JULIEN**, Head Women's Volleyball Coach and **SARA FAUROT CROWLEY** was an opportunity for the College to shine. The Richard Stockton College of New Jersey provided 89 volunteers

for the community event. Faculty, staff, alumni, friends and students of the College, contributed a total of 1,531 volunteer hours for this year's tournament.

The 2005 Annual Fund has ended with over \$32,000 raised for operating expenses. Stockton College's Board of Trustees had the highest participation rate of any participating constituent group. The 2006 Annual Fund is currently underway.

### **OFFICE OF DEVELOPMENT**

**ARTHUR A. DAVIS, JR.**, Executive Director of Corporate Relations and Initiatives, Office of the President, attended the Chamber of Commerce of Southern New Jersey's 11th Annual Pinnacle Awards Dinner that was held at the Mansion at Main Street in Voorhees, New Jersey. More than 400 members were present as MSNBC's Chris Matthews "Hardball with Chris Matthews" received the Chairman's Award and delivered a spirited address about American Politics. Ms. Renee Chenault-Fattah, News 10 Anchor presided over the ceremony as four Awards were presented to members in recognition of their commitment and support of the Chamber and their communities. PNC Bank was presented with the Large Business Award; Thomas/Boyd Communications was presented with the Small Business Award; Christopher P. Warren, Executive Vice President of Sun Bank received Volunteer of the Year Award; and The Honorable William L. Gormley, New Jersey State Senate, was honored as the Legislator of the Year.

**Mr. Davis** also attended the "Quarterly Business Outlook" on July 19, 2005. The event was presented by Rutgers School of Business at Camden. The Third Quarter presentation was held on July 19, 2005 at the Clarion Hotel & Conference Center, Cherry Hill, N.J. The panel focused on the economic outlook that was discussed from panelist from various industry clusters. **Mr. Davis** was selected by Verizon New Jersey to participate in Verizon's 2nd Annual Youth Conference in Philadelphia at the Marriot Hotel. The Consortium of Information and Telecommunication Executives (CITE) is a 501c3 national nonprofit organization representing over 35,000 African-American employees and retirees of Verizon. Students received personal and professional development through interactive workshops, speakers, networking, attendance at the main conference opening and a teen summit. **Mr. Davis** led a panel discussion on Teen responsibility and preparing for Higher Education with an audience of 200 teens, teachers and parents.

### **OFFICE OF GRAPHICS PRODUCTION**

**JULIE BOWEN**, Supervisor for the Graphics Production Office, received a 2005 APEX Award in the category of *Special Purpose Brochures, Manuals and Reports* for her design of the College's Viewbook. In addition, **Jake Pezzicola**, a student worker in the Graphics Production Office, received an award in the category of *Education and Training Campaigns and Programs* for his book cover design and teachers workbook for "Where the Acacias Bloom", which was in collaboration with **MARIANNE McLAUGHLIN** of the Holocaust Resource Center.



## **PERFORMING ARTS CENTER**

**POMONA, NJ, AUGUST 15, 2005** – Jam-packed with the best of dance, theatre and music, the Stockton Performing Arts Center will present such exciting and diverse shows as the **Pat Metheny Trio featuring Christian Mc Bride and Antonio Sanchez, Rain Pryor, Sharon Isbin, Momix, Lady Blacksmith Mambazo and Cherish the Ladies.** The Stockton Performing Arts Center will also offer exceptional productions of **Opera Verdi Europa's Madame Butterfly, The Nutcracker, Gentlemen Prefer Blondes** and **Jo Beth Williams and Hector Elizondo in "The Prisoner of 2<sup>nd</sup> Avenue."**

To subscribe to Stockton Performing Arts Center's exciting 2005-06 Season, go online at [www.stockton.edu/pac](http://www.stockton.edu/pac) or call the Box Office at (609) 652-9000. The Box Office is open Monday through Friday from 9 a.m. to 5 p.m. For Group Sales, call David at (609) 652-4786.

### **STOCKTON PERFORMING ARTS CENTER** **2005-2006 SEASON CALANDAR**

POP LLOYD CELEBRATION Featuring TONY DAY QUARTET Special guest JOANNA LASANE	September 30, 2005 7 PM
BAY-ATLANTIC SYMPHONY ORCHESTRA Salut d'Amour	October 2, 2005 4 PM
AMERICAN REPERTORY BALLET: BEAUTY AND THE BEAST	October 16, 2005 4 PM
FANNY LOU HAMMER GOSPEL CONCERT & SYMPOSIUM	October 18, 2005 Time TBA
ZURICH CHAMBER ORCHESTRA With SHARON ISBIN	October 20, 2005 8 PM
LEAHY	October 26, 2005 8 PM
MERMAID THEATER: GUESS HOW MUCH I LOVE YOU	October 27 & 28, 2005 10:30 AM & 12 NOON
PAT METHENY GROUP	October 29, 2005 7 & 10 PM
OPERA VERDI EUROPA: MADAME BUTTERFLY	November 2, 2005 8 PM
BOB STERLING BAND	November 4, 2005 8 PM

BAY-ATLANTIC SYMPHONY  
ORCHESTRA  
Made in America

November 6, 2005  
4 PM

AMERICAN CONTEMPORARY BALLET  
THEATRE: THE NUTCRACKER

Nov. 29, 30, Dec. 1 & 2  
10:30 AM  
Dec. 2, 7 PM  
Dec. 3, 1PM & 5 PM

CHRISTMAS FROM DUBLIN  
With the Three Irish Tenors

December 6, 2005  
8 PM

A CHRISTMAS CAROL

December 8, 2005  
8 PM

THEATREWORKS USA:  
JUNIE B. JONES

January 23 & 24, 2006  
10:30 AM & 12 PM

GENTLEMEN PREFER BLONDES

February 1, 2006  
8 PM

RAIN PRYOR:  
FRIED CHICKEN & LATKES

February 8, 2006  
8 PM

MAD RIVER THEATRE:  
EVERYBODY'S HERO

February 10, 2006  
10:30 AM & 12 PM

MOMIX:  
BASEBALL

February 12, 2006  
4 PM

LADY SMITH BLACK MAMBAZO

February 15, 2006  
8 PM

CHICK COREA  
And Touchstone

February 18, 2006  
7 & 10 PM

JO BETH WILLIAMS &  
HECTOR ELIZONDO:  
THE PRISONER OF 2<sup>nd</sup> AVENUE

March 6, 2006  
8 PM

FLYING KARAMAZOV BROTHERS:  
LIFE: A GUIDE FOR THE PERPLEXED

March 11, 2006  
8 PM

CHERISH THE LADIES

March 15, 2006  
8 PM

BAY-ATLANTIC SYMPHONY  
Rigoletto!  
RUSSIAN NATIONAL BALLET:  
SLEEPING BEAUTY  
RAAB PRODUCTIONS:

March 19, 2006  
4 PM  
March 21, 2006  
8 PM  
March 23, 2006

DEAR ESTHER	10:30 AM & 8 PM
JOHN PATITUCCI	March 24, 2006 8 PM
CARL ROSA OPERA: MIKADO	March 27, 2006 8 PM
NORTH CAROLINA DANCE THEATRE: UNDER SOUTHERN SKIES	March 31, 2006 8 PM
SOUTH JERSEY WIND ENSEMBLE	April 3, 2006 8 PM
BAY-ATLANTIC SYMPHONY: EDUCATION CONCERTS	May 12, 2006 10:30 AM & 12 PM
BAY-ATLANTIC SYMPHONY Spice of Life	May 14, 2006 4 PM
KENNEDY CENTER PRESENTS: WILLIE WONKA	May 18 & 19, 2006 10:30 AM & 12 PM

## **STUDENT AFFAIRS**

### **OFFICE OF ATHLETICS AND RECREATION**

Three Stockton student-athletes qualified for and competed in the NCAA Division III Outdoor Track & Field Championships at Wartburg College (Iowa) on May 26–28. **Paul Klemic** won the national title in the long jump and finished second in the 110-meter hurdles and third in the high jump. **Tiffany Mashur** won the national title in the javelin and **Audra Schappell** placed ninth in the discus. **Klemic** became an All-American in all three events and **Masuhr** earned All-American status for the second consecutive year.

**Jaime Taylor** was selected to the ESPN The Magazine Academic All-America® College Division Women's Track & Field/Cross Country Third Team. The honorees were chosen by the College Sports Information Directors of America (CoSIDA). **Taylor**, a Biochemistry/Molecular Biology major with a 3.953 GPA, became Stockton's second Academic All-American (Kim Marino, 2004).

**Jaime Taylor** was voted to the ESPN the Magazine Academic All-District II Women's Track/Cross Country First Team, and **Justine Fugowski** was named to the Academic All-District II Second Team. **Ryan McQuilken** was selected to the ESPN the Magazine Academic All-District II Men's At-Large First Team. **Constance DeSalvo** was chosen to the ESPN the Magazine Academic All-District II Softball Third Team. The honorees were selected by the College Sports Information Directors of America (CoSIDA). All four student-athletes were nominated by **CHRIS ROLLMAN**, Coordinator of Sports Information and Marketing, who is a CoSIDA member.

The Stockton baseball team, coached by **Marty Kavanagh**, defeated New Jersey City University 12-2 and St. Joseph's College (New York) 12-6 on May 23 to win the ECAC Metro championship for the first time in the program's 12-year history. The Ospreys finished the season with a school-record 20 victories.

**Scott Berkheimer** was an STX-Geico All-American Honorable Mention selection by the United States Intercollegiate Lacrosse Association (USILA).

**CORRINNE WRIGHT**, Associate Director of Intercollegiate Athletics, was chosen for induction into the University of Georgia Circle of Honor. **Wright** was an eight-time All-American in gymnastics as a student-athlete at Georgia. She will be honored at the induction banquet on September 16.

**CHRIS ROLLMAN**, Coordinator of Sports Information and Marketing, attended the 2005 Eastern College Athletic Conference Sports Information Directors Association (ECAC-SIDA) Workshop in North Falmouth, Massachusetts, on June 7-10.

**VAL JULIEN**, Evenings and Weekends Athletics Coordinator, served as the co-chair of the Distribution Committee for the 2005 ShopRite LPGA Classic at the Marriott Seaview Resort on May 29-June 4. The women's softball team, along with many college employees, student-athletes, coaches, alumni and friends of the program served as volunteers during the week-long tournament.

**JON HECK**, Coordinator of Athletic Training, was a guest speaker at the Pennsylvania Athletic Trainers' Society Annual Clinical Symposium on June 4 in Lancaster, Pennsylvania. **Heck** presented the "National Athletic Trainers' Association Position Statement: Head-down Contact and Spearing in Tackle Football"—published in 2004—for which he was the lead author.

**Jon Heck**, Coordinator of Athletic Training, and **KRISTIN CAMM**, Athletic Trainer, attended the National Athletic Trainers' Association 56<sup>th</sup> Annual Meeting and Symposia in Indianapolis, Indiana, on June 12-16.

**G. LARRY JAMES**, Dean of Athletics and Recreational Programs and Services, represented the NCAA at the meeting of the joint NCAA/USOC (United States Olympic Committee) Task Force in Orlando, Florida, from June 16-19. This was the final meeting of the joint task force wherein the committee finalized its findings to be forwarded to both organizations. The purpose of the task force is to explore affecting change regarding the decline in sponsorship of Olympic sports.

**G. Larry James**, attended the USA Track & Field Outdoor Track and Field Championships in Carson, California. Appointed Men's Team Manager, **James** participated in team signups in preparation for the 2005 IAAF World Championships in Athletics in Helsinki, Finland, on August 6-14.

**G. Larry James**, also spoke at Trocki Hebrew Academy's annual sports banquet on May 24.

## **OFFICE OF THE DEAN OF STUDENTS**

**Steven Couras**, Student Senate President, and **Andrew Klimkowski**, Alternate Student Board of Trustee, attended the College Leadership New Jersey (CLNJ) in May 2005. CLNJ is a week-long leadership training program based in Trenton, which provides students with opportunities to interact with industry and governmental leaders statewide.

**EILEEN CONRAN** participated in the Steak & Burger Dinner sponsored by the Boys and Girls Club of Atlantic City on June 8, 2005. The featured speaker was **Wendel A. White**, author of *Small Towns, Black Lives*.

**Eileen Conran** was asked to join the Galloway Township Economic Development Committee. **Conran** and **Jim Kennedy** served as judges for the annual July Fourth Float Contest and Parade held in Smithville.

## **OFFICE OF THE EDUCATIONAL OPPORTUNITY FUND PROGRAM**

The Educational Opportunity Fund (EOF) summer program ran from June 26 through August 4, 2005. The program commenced with the opening day convocation in the Performing Arts Center at which **STEPHEN DAVIS**, Interim Associate Dean of Students/Director EOF, outlined rules and regulations and introduced key individuals connected with the program. Students participated in campus life orientation, daily physical exercise, academic course work, enrichment workshops and symposia during the first week of the program.

EOF Counselors **ANTHONY BETHEL** and **BARBARA HANEY** served as the professional staff liaisons for academic and support services. Stockton graduates **Jaylin Thomas '05** (Residential Coordinator), **Shyree Stevenson '02** (Residential Coordinator) and University of Maryland graduate **Elizabeth Joseph** (Academic Coordinator) were responsible for daily program operations. It is important to note that all three graduates have strong academic backgrounds and co-curricular leadership.

EOF summer students traveled to Six Flags Great Adventure on July 29, 2005, and **THOMAS O'DONNELL**, Director of Student Development, hosted a barbecue for the sixty-six 2005 EOF Summer program students, parents, and Stockton student leaders on July 30. This event gave student clubs and organization an opportunity to interact with students and parents concerning their respective roles on campus. Furthermore, Stockton's EOF program traveled to Rowan University to participate in a summer program collaboration that included a talent show and social gathering.

The program ended with a host of events with an academic orientation, an official college, and address by **DR. HERMAN J. SAATKAMP**. Dr. Saatkamp addressed the EOF students on Thursday August 4, 2005, to offer words of encouragement, inspiration, and tips on a smooth freshman transition. The closing awards ceremony on August 4 included a talent/fashion show.

## **OFFICE OF FINANCIAL AID**

**JEANNE LEWIS**, Director of Financial Aid, has been nominated for the NCAA Division III Committee on Financial Aid and Awards. The committee is responsible for the review

and consideration of the Division III by-laws that govern financial aid and financial awards and report to the management council on a regular basis regarding that topic.

### **OFFICE OF HOUSING AND RESIDENTIAL LIFE**

**JOHN DAVIS** developed a special link for parents on the Housing Web site. **PEDRO SANTANA** and **MELISSA ALLEN** hosted the Off-Campus Housing Fair on July 28, 2005, to help students who are on the housing waiting list find off-campus housing.

**TIFFANY BROWN, CHRISTINA KING, ALEX PAGNANI,** and **CHRISTOPHER WILLIS** recently attended the Annual Training of New Jersey Committee of Residence Educators (NJ CORE) hosted by Rutgers University, Camden, August 3–4, 2005.

The **Community Advisors** and **Assistant Community Advisors** will participate in their annual training August 20–September 1. Highlights of the schedule are a trip to the Simon Wiesenthal Tolerance Center, Adventure Leadership Training, Mediation Training, Behind Closed Doors, the Campus Resource Fair and the Day of Service. The staff sends a special *thanks* to Gail Rosenthal who arranged the trip to the Wiesenthal Center.

This summer the Office of Housing and Residential Life housed the Alumni Association, Educational Opportunity Fund Program, Rotary International, NJ Wave, the Governor's School on the Environment, Milan Lacrosse, the Honors Program, The Richard Stockton College of NJ Soccer Camp, the National Cheerleading Association; and Blue Chip Basketball Camp.

### **OFFICE OF STUDENT DEVELOPMENT**

The **Office of Student Development**, in collaboration with Academic Affairs, assisted in the coordination and presentation of the New Student Orientation program held on campus for approximately 875 freshman students (July 18, 19, 20, 21, and 25) and for nearly 800 transfer students (July 26, 27, 28 and Aug. 11). Staff, faculty and student leaders participated in orientation training provided by the Office of Student Development July 12–13, which included a new overnight training session for student leaders that was well-received. **THOMAS GRITES** and **THOMAS O'DONNELL** are co-coordinators of Orientation, representing the divisions of Academic Affairs and Student Affairs respectively.

**DIANNE HILL**, Assistant Director of Student Development, attended the NJ Transit/Collegiate Partnership group session at Montclair State University on July 12, 2005.

### **OFFICE OF STUDENT RECORDS AND REGISTRATION**

The **Office of Student Records and Registration** held information and registration sessions for freshman students during the New Student Orientation program held on campus July 18, 19, 20, 21, and 25.

## **OFFICE OF THE VICE PRESIDENT FOR STUDENT AFFAIRS**

**DR. JOSEPH J. MARCHETTI** attended the AAC&U Institute, Campus Leadership for Student Engagement, Inclusion, and Achievement, June 22–26, 2005, in Burlington, Vermont.

**DR. DEE MCNEELY-GREENE** facilitated three audio conferences for the division's professional staff: *Developing a Parent Program that Reflects Campus Culture* on July 27; *Using Housing as a Nexus for First Year Student Success and Retention* on August 3; and *College of the Overwhelmed: Mental Health Crisis on Campus* on August 9.

The Division of Student Affairs **Managerial Staff Retreat** was held on Monday, August 1, 2005.

The **Office of Institutional Research** administered the Cooperative Institutional Research Program (CIRP) survey during the New Student Orientation program for freshman students July 18, 29, 20, 21, and 25. This survey is a national study of higher education conducted by the University of California, Los Angeles, designed to help improve the quality of higher education.

## **OFFICE OF THE WELLNESS CENTER**

**AARON MILLMAN**, Assistant Director of Counseling Services, **LUANNE ANTON**, Health Educator, **AMANDA ALLEN**, Learning Access Program Secretary, and **Tim Malone**, Counselor Intern, accompanied six Stockton students to the College of New Jersey Peer Institute in Trenton, NJ, June 17–June 19, 2005. This Peer Education conference offered students the opportunity to be certified as peer educators and provided additional training for those students who are already certified to learn more about peer education in general and to receive additional training in areas of concern for those who lead peer educators. All six students passed the certification exam and are now eligible to function as Certified Peer Educators. Peer educators are beneficial to the Stockton community as they are trained to refer fellow students to appropriate campus resources and also assist, develop, and present programs that deal with issues of concern today's college students.

- **Luanne Anton**, Health Educator, and **CELESTE STEINBERG**, Housing Complex Director, presented a workshop at the conference entitled "Relaxation Techniques."

The **Office of Alcohol/Drug Prevention** traced the retention rate of students who received substance abuse counseling/education and continued their academics. The retention rate was traced for 58 students who had completed the alcohol/drug program over a year ago. Forty of the students are either enrolled for fall 2005 or completed the spring 2005 semester. Fifteen of the students have graduated. Only three of the students withdrew for unknown reasons. The overall retention rate is 94.8%.

The **Learning Access Program** (Stockton's Disabled Student Services) had 30 students graduate in spring '05. Of that number one graduated *Magnum Cum Laude*, one *Summa Cum Laude* and one with Program Distinction. The semester average of students in the program was 2.967 with 27 students on the Dean' List.

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**RESOLUTION**

**RENEWAL OF FACULTY PERSONNEL PROCESS**

- WHEREAS,** on September 27, 1999, The Board of Trustees of the College approved a Faculty Personnel Process for members of the teaching faculty at the College, which Process established a College-wide Personnel Committee (CPC) to operate within the levels of review of files submitted by faculty members being considered for reappointment, promotion and/or tenure; and
- WHEREAS,** the Faculty Personnel Process adopted by the Board of Trustees in 1999 was reviewed, approved and continued, with two modifications at its June 19, 2002, meeting, which continuation would expire on June 30, 2004, unless extended further by the Board; and
- WHEREAS,** the College and the Stockton Federation of Teachers (SFT), the union representing the teaching faculty at the College, have met to consider whether the Process should be extended, and have agreed that the Process should be renewed as it presently exists for another year, now therefore be it
- RESOLVED,** that the Board of Trustees renews the Faculty Personnel Process approved by the Board on September 27, 1999, together with the two modifications adopted by Board decision on June 19, 2002, until June 30, 2005; and be it further
- RESOLVED,** that the Faculty Personnel Process shall be reviewed no later than June 30, 2006, and will thereafter be renewed or modified only by authority of the Board of Trustees.

August 17, 2005



**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**RESOLUTION**

**PROPOSED FY2006 OPERATING BUDGET  
AND ADOPTION**

**WHEREAS,** the Office of Fiscal Affairs of the College has prepared a proposed FY2006 operating budget for consideration by the Board of Trustees for adoption; and

**WHEREAS,** the Finance Committee of the Board of Trustees has met to discuss the proposed FY2006 Operating Budget and has recommended that the proposed budget, with any modifications, be presented to the Board for its consideration; and

**RESOLVED,** that the proposed FY2006 Operating Budget is accepted by the Board, and is hereby adopted.

August 17, 2005

THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

BOARD OF TRUSTEES

RESOLUTION

ACADEMIC TERM TUITION EFFECTIVE FOR FY2006

- 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
- RESOLVED,** that the Board of Trustees, for FY2006 (2005), approve an increase in undergraduate tuition of **\$12.90** (\$11.10) per credit, from **\$159.10** to **\$172.00** per credit hour (and to **\$278.00** (\$258.00) per credit hour for out-of-state students); and be it further
- RESOLVED,** that the Board of Trustees, for FY2006 (2005), approve a graduate tuition rate of **\$376.00** (349.38) per credit hour; **\$524.00** (\$487.00) per credit hour for out-of-state students; and be it further
- RESOLVED,** that the following required tuition, applicable to all undergraduate and graduate students, shall be approved for FY06, effective at the start of fall term 2005:

August 17, 2005

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**RESOLUTION**

**FY06 BID WAIVER**

- WHEREAS,** P.L. 1986, C.42 and C.43 (The State College Autonomy Law and the State College Contracts Law) authorize college Boards of Trustees to take necessary actions for effective fiscal and operational management of the state colleges, and
- WHEREAS,** the Board of Higher Education approved on November 21, 1986 Purchasing Policies and Procedures, as enacted by the Stockton Board of Trustees on October 15, 1986, to implement the above statutes, and
- WHEREAS,** these Policies and Procedures specify in 2.1-2, #1, #6, #17, and #19 that public bidding procedures may be waived for: professional services; products/services where written specifications cannot be developed; contracts related to student activity fees or student funds not under direct control of the College; data processing software; now, therefore, be it
- RESOLVED** that the Board of Trustees of The Richard Stockton College of New Jersey authorizes the Interim Vice President for Administration and Finance to enter into contracts with the vendors indicated on the attached list, under the bid waiver provisions of the State College Contracts Law.

**Vendor****FY06  
Cost****APPWORX (56044)****65,000**

AppWorx is a job scheduling system which reliably and effectively handles job submission, scheduling of job streams, and job and process monitoring. A job scheduling system is needed to manage the processing of complex Banner job streams (for Financial Aid, Human Resources, Finance, Advancement and backups). AppWorx is the only product that integrates directly with Banner. It has been evaluated, reviewed and recommended by the Office of Computer Services, by the principal offices currently running Banner jobs and also by the offices that will be responsible for running Banner in the future. (Reference: Procedure 2.1-2[19])

**AUBURN MOON (56045)****36,000**

This bid waiver supports the Student Senate Distinguished Lecture Series. Auburn Moon is an exclusive agent for this service.  
(Reference: Procedure 2.1-2[1, 17])

**PRINCETON REVIEW SERVICES (56046)****30,600**

Princeton Review Services provide web-based admissions application software, equipment and support. (Reference: Procedure 2:1-2[6, 17, 19])

**PARKER AND PARKER (56047)****100,000**

This firm provides marketing services to the College.  
(Reference: Procedure 2:1-2[20])

**ADRIENNE BEINFEST/MARKETING TO WIN (56049)****39,000**

The College recommends the adoption of a bid waiver for consulting services. This vendor will handle the marketing for the 2006 Spring Benefit. (Reference: Procedure 2.1-2 [1]).

August 17, 2005

# THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

## BUDGET APPROVAL FORM

*Per the Policy for Expenditure of Funds for Capital Projects: Amounts above \$100K threshold must (a) be the result of competitive bidding or RFP; (b) include total estimated cost; (c) have detailed budget with VP certification that funds are available in the fiscal year for entire project with fund source and project timeframe; (d) be submitted for approval by President and Finance Committee. Amounts below \$100K threshold require (a) the President's approval and (b) report presented to the Finance Committee. If budget exceeds original estimated total cost, the President or designee must request Finance Committee approval per item B-7 of the Policy. Once approved by Board, changes in scope of project require resubmission in accordance with B-1 thru 3 of the Policy.*

1. Project Name: **Housing I Underground Storm Water Retention System (B-Court)**
- |                                  | <u>Initial<br/>Budget</u>  | <u>Increase<br/>Requested</u> | <u>Revised<br/>Budget</u> |
|----------------------------------|--|-------------------------------|---------------------------|
| 2. Project Budget:               |  |                               |                           |
| Design                           | \$ 5,000   |                               |                           |
| Management                       | \$   |                               |                           |
| Construction                     | \$ 94,940  |                               |                           |
| Furniture/Fixtures & Equipment   | \$   |                               |                           |
| Subtotal                         | \$ 99,940  |                               |                           |
| 20% Contingency                  | \$ 19,988  |                               |                           |
| Internal Labor Costs             | \$ 6,000   |                               |                           |
| Permits/Inspections              | \$ 5,000   |                               |                           |
| 3. Estimated Total Project Cost: | \$ 130,928   |                               |                           |
| 4. Sources of Funding:           | Housing Capital Funds  |                               |                           |
| 5. Project Description:          | Emergency repairs to the Housing I Parking Lot, B-Court, and underground storm water retention system due to a large sinkhole that has developed from heavy rains. |                               |                           |
| 6. Estimated Start Date:         | Immediately  |                               |                           |
| 7. Estimated Completion Date:    | August 15, 2005  |                               |                           |
| 8. Other Comments:               |  |                               |                           |

*Certification: A detailed budget of this project has been provided and it has been determined that adequate funds are available to fund the entire proposed project in the fiscal year*

Approved:

V.P. Administration and Finance		Date	President		Date
	<b>Approvals for amounts under \$19,500</b>		<b>Approvals for amounts between \$19,500 - \$100,000</b>	<b>Approvals for amounts over \$100,000</b>	
Finance Committee	Report presented on: Date: _____		Signature Required:	Signature Required:	
	Fin. Comm. Chair		Fin. Comm. Chair	Fin. Comm. Chair	Date
Board of Trustees	N/A		N/A	Signature Required:	
				Chrm, Bd of Trustees	Date



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THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

**DATE:** August 9, 2005

**TO:** Herman J. Saatkamp, Jr., President

**FROM:** Charles E. Klein, Interim Vice President *CK*

**SUBJECT:** **EMERGENCY FY06 BID WAIVER**  
**MUNTERS MOISTURE CONTROL SERVICES**

Board authorization is requested for the College to contract Munters Moisture Control Services to address the water and moisture damages caused by the recent flooding of E- and F-Wings. The repairs are estimated to cost \$75,000. It is anticipated that the College will be reimbursed for all or a portion of this expense by our insurance carrier. The bid waiver and budget approval form are attached.

/atg

Attachment

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**RESOLUTION**

**EMERGENCY FY06 BID WAIVER**

**MUNTERS MOISTURE CONTROL SERVICES**

- WHEREAS,** P.L. 1986, C.42 and C.43 (The State College Autonomy Law and the State College Contracts Law) authorize college Board of Trustees to take necessary actions for effective fiscal and operational management of the state colleges; and
- WHEREAS,** the Board of Higher Education approved on November 21, 1986, Purchasing Policies and Procedures, as enacted by the Stockton Board of Trustees on October 15, 1986, to implement the above statutes; and
- WHEREAS,** these Policies and Procedures specify in 4.3D, that public bidding procedures may be waived for: emergency conditions which may be defined as the need for immediate procurement of goods and/or services necessary for the protection of College property and occupants or continual operation of the College where time does not permit using purchasing procedures; now therefore be it
- RESOLVED,** that the Board of Trustees of The Richard Stockton College of New Jersey authorizes the Interim Vice President for Administration and Finance to enter into a contract with Munters Moisture Control Services, for emergency repairs to F- and E-Wings due to flooding caused by a burst pipe in the geothermal system, under the bid waiver provisions of the State College Contracts Law.

**Vendor**  
**MUNTERS MOISTURE CONTROL SERVICES (56050)**

**FY06**  
**75,000**

Health and safety issues require emergency moisture removal services in E- and F-Wings due to flooding from the geothermal system. It is anticipated that the College will be reimbursed for all, or a portion, of this expense by our insurance carrier. (Reference: Procedure 4.3D)

August 17, 2005

THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

BOARD OF TRUSTEES

RESOLUTION

EMERGENCY FY06 BID WAIVER  
FOR THE PURCHASE OF CONCRETE BARRIERS FROM UNITED RENTALS

- WHEREAS,** P.L. 1986, C.42 AND C.43 (The State College Autonomy Law and the State College Contracts Law) authorize the college Board of Trustees to take necessary actions for effective fiscal and operational management of the state colleges; and
- WHEREAS,** the Board of Higher Education approved on November 21, 1986, Purchasing Policies and Procedures, as enacted by the Stockton Board of Trustees on October 15, 1986, to implement the above statutes; and
- WHEREAS,** these Policies and Procedures specify in 4.3D, that public bidding procedures may be waived for: emergency conditions which may be defined as the need for immediate procurement of goods and/or services necessary for the protection of College property and occupants or continual operation of the College where time does not permit using purchasing procedures; and
- WHEREAS,** the College, under the supervision of the State Department of Property Management and Construction, has undertaken a major rehabilitation of the Stockton Lake Fred Dam, DPMC Project No. IO151-00, which has necessitated the closing of the lighted pedestrian walkway from Housing Units I and IV to the main academic campus; and
- WHEREAS,** the College is instituting shuttle service as well as suspending the driving and parking restrictions on students residing on campus as alternatives means to access the campus; and
- WHEREAS,** although the College is strongly encouraging students to utilize one of the above methods to access the main campus, the College believes it is prudent to take the precautionary measure of erecting construction barricades as a barrier from vehicular traffic along College Drive in the event that pedestrian traffic occurs; now therefore be it
- RESOLVED,** that the Board of Trustees of The Richard Stockton College of New Jersey authorizes the Interim Vice President for Administration and Finance to enter into a contract with United Rentals under the bid waiver provisions of the State College Contracts Law for the purchase of construction barricades.

Vendor

UNITED RENTALS (56051)

FY06  
Cost  
66,000

Health and safety issues require the erection of construction barricades to direct vehicular and pedestrian traffic on College Drive during the rehabilitation of the Lake Fred Dam. It is necessary to purchase barriers for this purpose. (Reference: Procedure 4.3D)

August 17, 2005



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THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

**DATE:** August 3, 2005  
**TO:** Herman J. Saatkamp, Jr., President  
**FROM:** Charles E. Klein, Interim Vice President  
**SUBJECT:** **SALE OF SURPLUS COLLEGE PROPERTY**

Recommended for Board of Trustees consideration and adoption is the attached Resolution that would enable surplus property sales in fiscal year 2006. The Resolution is consistent with the customary practice of previous fiscal years.

Please note that the College's monthly sales via the College's web page have been helpful in reducing the quantity of stored surplus items while allowing for a more expedited process for disposing of unwanted equipment.

/atg  
Attachment

**SURPLUS SALE SUMMARY FOR FY2005**  
**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**RESOLUTION**

**SALE OF SURPLUS COLLEGE PROPERTY**

**WHEREAS,** P.L. 1986, C.43 (The State College Autonomy Law and the State College Contracts Law) authorizes college Boards of Trustees to take necessary actions for effective fiscal and operational management of the state colleges; and

**WHEREAS,** the Richard Stockton College of New Jersey is authorized to have sales of its surplus property for fiscal year 2006 in accordance with 18A:64-78, Sale of Personal Property per Article 5, Section I, of the State College Contracts Law; now, therefore, be it

**RESOLVED,** that the Board of Trustees of the Richard Stockton College of New Jersey authorizes the Interim Vice President for Administration and Finance to conduct sales of surplus property not needed for College purposes in accordance with the provisions of the State College Contracts Law.

**SUPRLUS SALE SUMMARY FOR 2005**

	<b>COST</b>	<b>SOLD</b>
2005-1	\$136,263.00	\$4,533.37
2005-2	91,075.00	3,081.20
2005-3	80,231.00	4,689.01
<b>TOTAL</b>	<b>\$307,569.00</b>	<b>\$12,303.58</b>

August 17, 2005

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THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

**DATE:** August 3, 2005

**TO:** Herman J. Saatkamp, Jr., President

**FROM:** Charles E. Klein, Interim Vice President

**SUBJECT:** **TUITION REIMBURSEMENT FOR SPOUSES, DEPENDENTS  
AND DOMESTIC PARTNERS ATTENDING THE RICHARD  
STOCKTON COLLEGE OF NEW JERSEY**

I am pleased to submit for consideration and adoption by the Board of Trustees, a Resolution approving a tuition reimbursement/waiver program that includes the spouses, dependents and domestic partners of Stockton's employees. This Program is a demonstration project which is subject to evaluation by the Board on an annual basis and will not continue beyond June 30, 2008 without readoption by the Board.

/atg

Attachment

**TUITION REIMBURSEMENT PROGRAM FOR  
STUDENT, SPOUSES, DEPENDENTS, & DOMESTIC PARTNERS  
OF FULL-TIME COLLEGE EMPLOYEES ATTENDING  
THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

The Richard Stockton College of New Jersey (the "College") shall provide tuition reimbursement for spouses, dependents, and domestic partners of full-time employees of the College, as set forth hereinafter:

**Definition of Terms**

**Spouses.** A spouse is a person who is a legally married partner of a full-time employee of The Richard Stockton College of New Jersey.

**Domestic Partner.** A domestic partner is a person who lives permanently in the same household with a full-time employee of the College and who is not legally married to the member of the bargaining unit, but who resides together with the employee in a domestic partnership, provided the two declare themselves as domestic partners. An employee shall identify a domestic partner by completing, signing, and filing a form established for that purpose by the College at the Office of Human Resources, and such form shall be valid until revoked by the employee, or the employee leaves full-time employ of the College. For the purpose of this program, a domestic partner of an employee shall not be eligible to take advantage of the program if the member of the bargaining unit also has a spouse who is a participant in the program.

**Dependent.** A dependent is a person who is a child, either born to or adopted by, a full-time employee of the College.

**Tuition.** Tuition is that current charge approved by the College Board of Trustees as tuition to be paid for credit-bearing courses at the College. Each course shall be taken to fulfill an undergraduate academic course requirement, and shall not include fees and other charges. There shall be no reimbursement of tuition paid to any institution of higher education.

**Student.** A student eligible for reimbursement under this program shall be a matriculated full-time student enrolled in an undergraduate program of instruction at the College. Part-time students are not eligible for tuition reimbursement under this program.

**Individual Limitations to Tuition Reimbursement**

**No More Than Forty Percent of Tuition.** Subject to overall limits to the program set forth below, reimbursement shall be no more than 40% of the tuition charged to and actually paid by the student, or paid on his or her behalf, and shall be paid upon written proof to the Bursar that the semester's academic program has been satisfactorily completed. The Bursar shall verify the information provided by the student, and upon verification shall direct that the College reimburse the student up to 40% of tuition actually charged to and paid by the student or paid on his or her behalf.

**Full-Time Undergraduate Students.** Tuition reimbursement shall be limited to matriculated undergraduate students who are spouses, domestic partners, or

dependents who attend the College on a full-time basis. Whether a student is considered a full-time student will be determined at the conclusion of a semester.

Five Years. The student's eligibility for tuition reimbursement is limited to five years from the time he or she becomes a full-time undergraduate student at the College.

Dependents Not Yet Reached the Age of Twenty Five Years. No student who is a dependent will be eligible for tuition reimbursement who has attained the age of twenty five years at the time of the beginning of the semester for which he or she seeks reimbursement.

Satisfactory Grade in Course. Tuition reimbursement shall be paid for only those persons who have received passing grades for enrolled courses.

Summer Session. A student will not be eligible for tuition waiver during the summer session.

Dependents of a Retired Stockton Employee. Dependents of retired employees are not eligible for reimbursement. However, if a dependent requests tuition reimbursement before the employee's retirement date, that semester reimbursement will be honored as long as all other requirements are met.

### **Overall Limitations to Program**

During the first year of the Tuition Reimbursement Program, the overall dollar amount to be reimbursed to all students eligible for reimbursement shall be \$25,000, and thereafter, the overall dollar amount shall be increased by \$25,000 each year during the existence of the Program, provided however, that the total amount to be reimbursed in any one year shall be no more than \$100,000.

In the event that total amount of requested tuition reimbursement under this Program exceeds the overall limitation amount in any year, the total amount available shall be equally paid to all eligible students even though the percentage of reimbursement shall be less than 40%.

### **Request for Tuition Reimbursement**

Request for reimbursement for tuition charged to and paid by a student eligible for the program, or paid on his or her behalf, shall be made at the conclusion of the semester in which tuition has been paid, but no later than four weeks after the conclusion of the semester. Request shall be made to the Bursar's Office on a form available in either the Bursar's Office or the Financial Aid Office. The form shall state the name and address of the person (if not the student) to whom reimbursement shall be made.

### **Admission to the College**

Currently enrolled students, otherwise eligible for participation in this program, shall be eligible for future consideration under the program; reimbursement for tuition paid for courses taken prior to the Fall Semester 2004 shall not be made. Any student eligible for participation under this program must meet all academic requirements

established by the College for initial admission to and continuation at the College. Further, to be eligible for participation in the program, a student shall be required to be in good standing.

#### **Scholarship and/or Grant**

The student shall apply for any and all appropriate financial aid through scholarship and/or grant before requesting tuition reimbursement under this program. In the event the student receives such financial assistance, he or she will be eligible for reimbursement of 40% of the remaining balance of tuition charged and paid by him or her, or paid on his or her behalf. Student loans, if any, shall not be considered an offset against tuition for the purpose of this program.

#### **Death of Parent, Spouse or Domestic Partner of Student**

In the event of the death of an affected employee who has a spouse, domestic partner, or dependent enrolled at the College, at the time of his or her death, that student so enrolled shall continue in the tuition reimbursement program as if the person had not expired.

#### **Sunset Provision**

The tuition reimbursement program set forth herein is a demonstration project that will be evaluated by the Board of Trustees on an annual basis, but will not continue beyond June 30, 2008 unless the Board readopts the program prior to that date. In the event the Board does not readopt the program on or before June 30, 2008, and the program thus expires, those students who are at that time participating in the program shall be allowed to continue with the program until it is completed as to them.

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**RESOLUTION**

**TUITION REIMBURSEMENT FOR SPOUSES, DEPENDENTS  
AND DOMESTIC PARTNERS ATTENDING THE RICHARD STOCKTON COLLEGE  
OF NEW JERSEY**

- WHEREAS,** The Richard Stockton College of New Jersey has determined that it is in the interest of the College and its employees to extend the current tuition reimbursement/waiver program for employees of the College to include spouses, dependents and domestic partners of such employees, as modified; and
- WHEREAS,** the Stockton Federation of Teachers (SFT), the Communication Workers of America (CWA), the Fraternal Order of Police (FOP) and Local No. 195, International Federation of Professional & Technical Engineers, AFL-CIO (IFPTE) representing certain categories of employees at the College have agreed that such an extension of the program is desirable from the point of view of the employees they represent; and
- WHEREAS,** the College has prepared a Tuition Reimbursement Program for Spouses, Dependents & Domestic Partners, the "Program," (a copy of which is attached hereto), which Program includes reimbursement of 40% of tuition charged to and actually paid by a full-time matriculated undergraduate student spouse, dependent or domestic partner, or paid on his or her behalf, provided the semester's academic program has been satisfactorily completed, which Program has been discussed with employee representatives; and
- WHEREAS,** the Board of Trustees adopted on August 25, 2004, the attached Tuition Reimbursement Program for Spouses, Dependents & Domestic Partners of full time members of management of the College and full time Stockton College employees represented by the Council of New Jersey State College Locals, AFT, AFL-CIO (SFT); Communication Workers of America (CWA) the Fraternal Order of Police and Local No. 195, International Federation of Professional & Technical Engineers (IFPTE); and
- WHEREAS,** the Program is considered a demonstration project subject to evaluation by the Board of Trustees upon the advice of the College administration after the administration has consulted with the representatives of affected employees, on an annual basis; now therefore be it

**RESOLVED,**

that the Program is subject to annual approval, but will not continue beyond June 30, 2008 unless the Board readopts the Program prior to that date.

August 17, 2005



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THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

**DATE:** August 3, 2005  
**TO:** Herman J. Saatkamp, Jr., President  
**FROM:** Charles E. Klein, Interim Vice President  
**SUBJECT:** REQUESTS FOR PROPOSALS

Board of Trustees approval is required to execute the following Requests for Proposals (RFPs):

Holocaust Resource Center Addition  
Elizabeth B. Alton Auditorium Renovation and Upgrade  
Structured Parking Garage  
Energy Sustainability Master Plan  
Site and Roadway Improvements  
Additional Parking Spaces along Lakeside Lane

The Resolutions and RFPs are attached.

/atg

Attachments

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**RESOLUTION**

**REQUEST FOR PROPOSAL**  
**HOLOCAUST RESOURCE CENTER ADDITION**

- WHEREAS,** the Board of Trustees of The Richard Stockton College of New Jersey has the responsibility for general financial oversight of capital construction projects for the College; and
- WHEREAS,** at the June 15, 2005 Board of Trustees meeting, the Board established that it will authorize distribution of all Request for Proposals (RFPs) for capital projects, which RFPs will also receive review and approval by the President, or his designee, prior to distribution; and
- WHEREAS,** the President or his designee has approved the attached project, and the Finance Committee of the Board of Trustees has reviewed and recommends approval by the Board of Trustees; and
- WHEREAS,** this project is consistent with the Facilities Master Plan that was approved by the Board of Trustees at the April 13, 2005 meeting; and
- WHEREAS,** an RFP is required for a Plan and Scope of Work for an addition to the Holocaust Resource Center, which will provide approximately 1,000 gross square feet to the existing space; now, therefore be it
- RESOLVED,** that the Board of Trustees authorizes the distribution of an RFP for a Plan and Scope of Work for the Holocaust Resources Center Addition, subsequent to review and approval by the President or his designee.

August 17, 2005

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**RESOLUTION**

**REQUEST FOR PROPOSAL**

**ELIZABETH B. ALTON AUDITORIUM RENOVATION AND UPGRADE**

- WHEREAS,** the Board of Trustees of The Richard Stockton College of New Jersey has the responsibility for the general financial oversight of capital construction projects for the College; and
- WHEREAS,** at the June 15, 2005 Board of Trustees meeting, the Board established that it will authorize distribution of all Request for Proposals (RFPs) for capital projects, which RFPs will also receive review and approval by the President or his designee prior to distribution; and
- WHEREAS,** the President or his designee has approved the attached project, and the Finance Committee of the Board of Trustees has reviewed and recommends approval by the Board of Trustees; and
- WHEREAS,** this project is consistent with the Facilities Master Plan that was approved by the Board of Trustees at the April 13, 2005 meeting; and
- WHEREAS,** an RFP is required for a Plan and Scope of Work for the Elizabeth B. Alton Auditorium renovation and upgrade, which will encompass the improvement of lighting, egress, acoustics, etc., as well as other renovations and upgrades of the Elizabeth B. Alton Auditorium; now, therefore be it
- RESOLVED,** that the Board of Trustees authorizes the distribution of an RFP for a Plan and Scope of Work for the renovation and upgrade of the Elizabeth B. Alton Auditorium, subsequent to review and approval by the President or his designee.

August 17, 2005

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**RESOLUTION**

**REQUEST FOR PROPOSAL**  
**STRUCTURED PARKING GARAGE**

- WHEREAS,** the Board of Trustees of The Richard Stockton College of New Jersey has the responsibility for general financial oversight of capital construction projects for the College; and
- WHEREAS,** at the June 15, 2005 Board of Trustees meeting, the Board established that it will authorize distribution of all Request for Proposals (RFPs) for capital projects, which RFPs will also receive review and approval by the President or his designee prior to distribution; and
- WHEREAS,** the President or his designee have approved the attached project, and the Finance Committee of the Board of Trustees has reviewed and recommends approval by the Board of Trustees; and
- WHEREAS,** this project is consistent with the Facilities Master Plan that was approved by the Board of Trustees at the April 13, 2005 meeting; and
- WHEREAS,** an RFP is required for the programming and conceptual design for the first of the proposed structured parking garages that will provide necessary additional parking to support student life, academic programs, and the College Community; now, therefore be it
- RESOLVED,** that the Board of Trustees authorizes the distribution of an RFP for the design of a structured parking garage, subsequent to review and approval by the President, or his designee.

August 17, 2005

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**RESOLUTION**

**REQUEST FOR PROPOSAL**  
**ENERGY SUSTAINABILITY MASTER PLAN**

- WHEREAS,** the Board of Trustees of The Richard Stockton College of New Jersey has the responsibility for general financial oversight of capital construction projects for the College; and
- WHEREAS,** at the June 15, 2005 Board of Trustees meeting, the Board established that it will authorize distribution of all Request for Proposals (RFPs) for capital projects, which RFPs will also receive review and approval by the President or his designee prior to distribution; and
- WHEREAS,** the President or his designee has approved the attached project and the Finance Committee of the Board of Trustees has reviewed and recommends approval by the Board of Trustees; and
- WHEREAS,** this project is consistent with the Facilities Master Plan that was approved by the Board of Trustees at the April 13, 2005 meeting; and
- WHEREAS,** an RFP is required for the design for an Energy Sustainability Master Plan; now, therefore be it
- RESOLVED,** that the Board of Trustees authorizes the distribution of an RFP for the design of an Energy Sustainability Master Plan, subsequent to review and approval by the President, or his designee.

August 17, 2005

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**RESOLUTION**

**REQUEST FOR PROPOSAL**  
**SITE AND ROADWAY IMPROVEMENTS**

- WHEREAS,** the Board of Trustees of The Richard Stockton College of New Jersey has the responsibility for general financial oversight of capital construction projects for the College; and
- WHEREAS,** at the June 15, 2005 Board of Trustees meeting, the Board established that it will authorize distribution of all Request for Proposals (RFPs) for capital projects, which RFPs will also receive review and approval by the President or his designee prior to distribution; and
- WHEREAS,** the President or his designee has approved the attached project and the Finance Committee of the Board of Trustees has reviewed and recommends their approval by the Board of Trustees; and
- WHEREAS,** this project is consistent with the Facilities Master Plan that was approved by the Board of Trustees at the April 13, 2005 meeting; and
- WHEREAS,** an RFP is required for design and construction administrative services for site and roadway improvements within various campus locations; now, therefore be it
- RESOLVED,** that the Board of Trustees authorizes the distribution of an RFP for design and construction administrative services for site and roadway improvements, subsequent to review and approval by the President or his designee.

August 17, 2005

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**RESOLUTION**

**AUTHORIZATION FOR THE PRESIDENT OR HIS DESIGNEE TO ENTER INTO  
AN ARCHITECTURAL SERVICES CONTRACT FOR THE DESIGN OF THE  
COLLEGE CENTER**

- WHEREAS,** the 1990 Master Plan adopted by the Board of Trustees identified, among other things, a significant shortage of space to accommodate the growing needs of the College in the areas of student housing, academic classrooms and offices, student union areas, parking, and physical plant space; and
- WHEREAS,** since 1990 the College staff and student populations have grown and new programs have been added to curriculum, without a corresponding expansion of support facilities to adequately accommodate and manage the growth; and
- WHEREAS,** the 2005 Master Plan adopted by the Board of Trustees on April 13, 2005, determined the current space deficit for academic and student services alone is 300,000 gross square feet; and
- WHEREAS,** it has been determined that construction of the College Center will provide approximately 150,000 gross square feet of additional space; and
- WHEREAS,** the Pre-Selection Committee has recommended and the Finance Committee has approved the selection of the architectural firm KSS Architects to provide architectural services for the design of the College Center; and
- WHEREAS,** the Board of Trustees has the authority to enter into contracts and agreements for design of the College Center pursuant to the State College Contract Law (N.J.S.A. 18A:64-56a.(1) et. seq.); now, therefore be it
- RESOLVED,** that the Board of Trustees authorizes and directs the President of the College or his designee to enter into contracts for architectural services with KSS Architects for the College Center in accordance with the terms of the Request for Proposal.

August 17, 2005

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**RESOLUTION**

**AUTHORIZATION FOR THE PRESIDENT OR HIS DESIGNEE TO ENTER INTO  
AN ARCHITECTURAL SERVICES CONTRACT FOR THE DESIGN OF THE SCIENCE  
BUILDING**

- WHEREAS,** the 1990 Master Plan adopted by the Board of Trustees identified, among other things, a significant shortage of space to accommodate the growing needs of the College in the areas of student housing, academic classrooms and offices, student union areas, parking, and physical plant space; and
- WHEREAS,** since 1990 the College staff and student populations have grown and new programs have been added to curriculum, all without a corresponding expansion of support facilities to adequately accommodate and manage the growth; and
- WHEREAS,** the 2005 Master Plan adopted by the Board of Trustees on April 13, 2005, determined the current space deficit for academic and student services alone is 300,000 gross square feet; and
- WHEREAS,** it has been determined that construction of the Science Building will provide approximately 150,000 gross square feet of additional space; and
- WHEREAS,** the Pre-Selection Committee recommended and the Finance Committee approved the selection of the architectural firm of Einhorn, Yaffee, Prescott Architecture and Engineering, P.C. to provide architectural services for the design of the Science Building; and
- WHEREAS,** the Board of Trustees has the authority to enter into contracts and agreements for the Science Building pursuant to the State College Contracts Law (N.J.S.A. 18A:64-56a.(1) et. seq.); now, therefore be it
- RESOLVED,** that the Board of Trustees authorizes and directs the President of the College, or his designee, to enter into contracts for architectural services for the Science Building with Einhorn, Yaffee, Prescott Architecture and Engineering, P.C., in accordance with the terms of the Request for Proposal.

August 17, 2005



**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**RESOLUTION**

**AUTHORIZING THE PRESIDENT OR HIS DESIGNEE TO NEGOTIATE THE  
PURCHASE OF REAL PROPERTY  
(EVERGREEN CAMPGROUND LAND)**

- WHEREAS,** the 1990 Master Plan adopted by the Board of Trustees identified, among other things, a significant shortage of space to accommodate the growing needs of the College in the areas of student housing, academic classrooms and offices, student union areas, parking, and physical plant space; and
- WHEREAS,** since 1990 the College staff and student populations have grown and new programs have been added to the curriculum without a corresponding expansion of support facilities to adequately accommodate and manage the growth; and
- WHEREAS,** the 2005 Master Plan adopted by the Board of Trustees on April 13, 2005, determined the current space deficit for academic and student services alone is 300,000 gross square feet and that student housing capacity is severely limited to only 37% of full-time enrolled students; and
- WHEREAS,** the potential exists for the College to acquire and develop certain lands suitable to satisfy the College's needs and demands for additional space to accommodate the present shortage and future growth; and
- WHEREAS,** such land is identified on the tax map as Block 953.06, Lots 7.01 & 11, in the Township of Galloway, County of Atlantic and State of New Jersey; and
- WHEREAS,** the Board of Trustees has the authority to enter into contracts and agreements for the purchase of land pursuant to N.J.S.A. 18A:64-6(k); now, therefore, be it
- RESOLVED,** that the Board of Trustees authorizes and directs the President of the College or his designee to enter into negotiations for the acquisition of said lands, guided by appraisal receipt and consistent with Pineland regulations; subject to the final approval of the terms and conditions by the Board of Trustees.

August 17, 2005

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**RESOLUTION**

**AUTHORIZING THE PRESIDENT OR HIS DESIGNEE TO NEGOTIATE THE  
PURCHASE OF REAL PROPERTY  
(POMONA RD. & INSBRUCK AVE. LAND)**

- WHEREAS,** the 1990 Master Plan adopted by the Board of Trustees identified, among other things, a significant shortage of space to accommodate the growing needs of the College in the areas of student housing, academic classrooms and offices, student union areas, parking, and physical plant space; and
- WHEREAS,** since 1990 the College staff and student populations have grown and new programs have been added to the curriculum, without a corresponding expansion of support facilities to adequately accommodate and manage the growth; and
- WHEREAS,** the 2005 Master Plan adopted by the Board of Trustees on April 13, 2005, determined the current space deficit for academic and student services alone is 300,000 gross square feet and that student housing capacity is severely limited to only 37% of full-time enrolled students; and
- WHEREAS,** the potential exists for the College to acquire and develop certain lands suitable to satisfying the College's needs and demands for additional space to accommodate the present shortage and future growth; and
- WHEREAS,** such land is identified on the tax map as Block 663.01, Lots 56-61, Block 669, Lots 2-4 in the Township of Galloway, County of Atlantic and State of New Jersey; and
- WHEREAS,** the Board of Trustees has the authority to enter into contracts and agreements for the purchase of land pursuant to N.J.S.A. 18A:64-6(k); now, therefore, be it
- RESOLVED,** that the Board of Trustees authorizes and directs the President of the College or his designee to enter into negotiations for the acquisition of said lands, and guided by appraisals receipt and consistent with Pinelands regulations; subject to the final approval of the terms and conditions by the Board of Trustees.

August 17, 2005

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**RESOLUTION**

**AUTHORIZING THE PRESIDENT OR HIS DESIGNEE TO NEGOTIATE THE  
PURCHASE OF REAL PROPERTY  
(GALLOWAY ELDERCARE LAND)**

- WHEREAS,** the 1990 Master Plan adopted by the Board of Trustees identified, among other things, a significant shortage of space to accommodate the growing needs of the College in the areas of student housing, academic classrooms and offices, student union areas, parking, and physical plant space; and
- WHEREAS,** since 1990 the College staff and student populations have grown and new programs have been added to the curriculum without a corresponding expansion of support facilities to adequately accommodate and manage the growth; and
- WHEREAS,** the 2005 Master Plan adopted by the Board of Trustees on April 13, 2005, determined the current space deficit for academic and student services alone is 300,000 gross square feet and that student housing capacity is severely limited to only 37% of full-time enrolled students; and
- WHEREAS,** the potential exists for the College to acquire and develop certain lands suitable to satisfying the College's needs and demands for additional space to accommodate the present shortage and future growth; and
- WHEREAS,** such land is identified on the tax map as Block 645, Lots 3, 5 & 6 in the Township of Galloway, County of Atlantic and State of New Jersey; and
- WHEREAS,** the Board of Trustees has the authority to enter into contracts and agreements for the purchase of land pursuant to N.J.S.A. 18A:64-6(k); now, therefore, be it
- RESOLVED,** that the Board of Trustees authorizes and directs the President of the College or his designee to enter into negotiations for the acquisition of said lands, guided by appraisal receipt and consistent with Pinelands regulations; subject to the final approval of the terms and conditions by the Board of Trustees.

August 17, 2005

**REVISED**  
**4/12/05**

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**CODE OF ETHICS**

**Adopted by the Board of Trustees**

**August 25, 2004**

# **THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

## **CODE OF ETHICS**

### **I.** **In General**

It is public policy in New Jersey that the conduct of public officials and employees maintain the respect and confidence of the public. To that end, public institutions are required to adopt a code of ethics to govern and guide the conduct of its officers and employees.

The College first adopted a Code of Ethics in November 1975 and has followed the terms of that Code since that time. More recently, the Governor of the State of New Jersey issued an Executive Order directing all public agencies, including New Jersey colleges and universities, to update their respective Codes and submit them for review by the Office of the Attorney General and the Executive Commission on Ethical Standards.

There are a number of authoritative sources which constitute the bases for the within Code of Ethics, including the New Jersey Conflicts of Interest Law (N.J.S.A. 52:13D-12 et seq.); Regulations of the Executive Commission on Ethical Standards; Regulations of the Commission on Higher Education and the Campus Code of Conduct.

Any disagreement between the provisions of the following Code of Ethics and the above authoritative sources, as they may be amended from time to time, shall be resolved in favor of the authoritative sources.

It should be noted that the Code of Ethics shall be read in conjunction with other authoritative documents referenced above as well as other agreements and policies that have a bearing on conflicts of interest. Principal among these authoritative documents are the collective negotiation agreements which deal with certain reporting requirements and rules and regulations that deal with the subject of partisan political activity by public employees.

## II.

### **Officers and Employees Covered by The Code of Ethics**

The provisions of the within Code of Ethics shall apply to all full-time and part-time officers and employees, regular or special, of the College, without regard to the source of funding, including, but not limited to the following:

Members of the Board of Trustees of the College  
President of the College  
Vice Presidents of the College  
Deans of the College  
Managerial and Non-managerial employees  
Members of the Staff  
Members of the Faculty  
Adjunct Members of the Faculty  
Student employees

For the purposes of this Code of Ethics, the term "employee" shall be used to describe all of the officers and employees described above, except where certain officers and/or employees are specified as being excluded from a particular provision.

Members of the Board of Directors of The Richard Stockton College of New Jersey Foundation are not bound by the terms of the within Code of Ethics, unless members also serve as employees of the College. It should be noted that employees of the Foundation are subject to the provisions of a code of ethics established by the Foundation Board of Directors.

It is the responsibility of all employees to report possible violations of the Code of Ethics. Violations are considered a serious matter and may result in disciplinary action up to and including removal.

EACH EMPLOYEE PRESENTLY IN SERVICE AT THE COLLEGE SHALL RECEIVE AND ACKNOWLEDGE RECEIPT OF THE WITHIN CODE OF ETHICS WITHIN THIRTY (30) DAYS AFTER ADOPTION BY THE BOARD OF TRUSTEES. EACH EMPLOYEE HIRED AFTER ADOPTION OF THE CODE OF ETHICS SHALL RECEIVE AND ACKNOWLEDGE RECEIPT OF THE WITHIN CODE NO LATER THAN THE TIME HE OR SHE BEGINS EMPLOYMENT.

## III.

### **Definition of Conflict of Interest**

A. In General. This Code of Ethics adopts the definition of conflicts of interest established by The New Jersey Commission on Higher Education. The Commission has identified in general terms three types of activities that would constitute conflicts of interest:

1. Activities that so clearly constitute a conflict of interest or a violation of the public trust by a College employee that are expressly prohibited; for example, the solicitation or acceptance of a bribe, gift or valuable favor from any person doing business with the College.

2. Activities that may reasonably raise questions about the integrity

of a College employee are the receipt of an offer of a bribe, gift or valuable favor. Although the employee did not solicit such nor may the employee have done anything wrong he/she is under an obligation to report such activities, in writing, to the Ethics Liaison Officer.

3. Activities that may result in the appearance of a conflict of interest, such as receiving a complimentary invitation to an event from any person doing business with the College or engaging in any business or employment that may conflict with the duties of a College employee.

All employees shall disclose potential conflicts of interest as they arise. **[and] All full-time employees shall** annually disclose or within five business days of receiving an offer of outside employment, their outside employment and/or business interests to the Ethics Liaison Officer for transmission to the Executive Commission on Ethical Standards.

**[A copy of the College form used in reporting conflicts of interest and outside employment or activity is attached hereto as "Exhibit A."] A copy of the Outside Activity Questionnaire is attached.**

In situations in which a College employee is uncertain about the proper application of the Code to his/her particular circumstances, he/she should report the relevant details of the activities and seek the informal advice of the College's Ethics Liaison Officer.

#### IV. Specific Requirements

The following specific requirements are applicable to all College employees:

1. No employee shall have any interest, financial or otherwise, direct or indirect, or engage in any business transaction or professional activity, which is in substantial conflict with the proper discharge of his/her duties in the public interest.

2. No employee shall use or attempt to use his/her official position to secure unwarranted privileges or advantages for himself, herself or others.

3. No employee shall act in his/her official capacity in any manner in which he/she has a direct or indirect personal financial interest that might reasonably impair his/her objectivity or independence of judgment.

4. No employee shall knowingly act in any way that might reasonably be expected to create an impression or suspicion among members of the public having knowledge of his/her acts that he/she may have engaged in conduct violative of his/her public trust.

5. No employee shall engage in any particular business, profession, trade or occupation which is subject to licensing or regulation by a specific state agency without promptly providing notice in writing of the same to the President or the Ethics Liaison Officer, as the case may be. The Ethics Liaison Officer shall be responsible for filing notices of covered activity with the Executive Commission on Ethical Standards.

6. No employee shall undertake any employment or service, whether or not compensated, that might reasonably be expected to impair his/her objectivity and independence of judgment in the exercise of his /her official duties. In connection with this obligation, no employee may undertake to perform any personal services, whether or not compensated, for a subordinate employee. ***Additionally, the President, the Vice Presidents of the College and the Deans of the College are prohibited from having a personal contractual or business relationship with another employee of the College.***

7. All employees shall report in writing to their Divisional Vice President the names of any relatives, domestic partners or members of the same household over whom they have direct or indirect managerial or supervisory authority, including, but not limited to, any role in personnel review. Vice Presidents shall report in writing the names of such persons to the President of the College, and the President shall report in writing the names of such persons to the Chair of the Board of Trustees. Members of the Board of Trustees shall report the names of such persons to the full Board of Trustees in open public session. Copies of all written reports shall be delivered to the College's Ethics Liaison Officer.

To avoid favoritism and any potential conflict of interest, no employee shall act in his/her official capacity in any College matter where the employee or an immediate family member or domestic partner of the employee has a direct or indirect interest that might be reasonably expected to impair the employee's objectivity or independence of judgment.

Direct interest includes, but is not limited to, initial employment, retention, job classification, salary, performance appraisals and work assignments. Therefore, no employee shall directly supervise a member of his/her own family or domestic partner. It is the intent of the College to avoid instances that could be influenced by the family relationship in hiring, performance evaluation, promotion, reclassification, discipline, grievance, or dismissal processes.

8. No employee shall participate, directly or indirectly, in decisions involving a benefit or detriment to a member of the employee's family, domestic partner or member of his /her household. It shall be an exception to the requirements of this paragraph for an employee to directly provide academic or student support services to a member of the employee's family, domestic partner or member of his/her household, provided however, that the employee shall describe the academic or student support services provided and the name of the recipient to the Ethics Liaison Officer.



- [9. No employee shall accept a gift, favor, service, or other thing of value under circumstances from which it might reasonably be inferred that such gift, favor, etc., was given for the purpose of influencing him/her in the discharge of his/her official duties or where the acceptance of such gift, favor, etc. may give the appearance of same. Notwithstanding the above, it shall not be considered a violation of this Code for a member of the faculty and/or staff to accept for examination copies of textbooks or other instructional materials in connection with the development of their courses or the receipt of honoraria for speeches and commissions or royalties for published works. Unsolicited gifts or benefits of a trivial or nominal value, such as complimentary articles offered to the public in general and gifts received as a result of mass mailings may be retained by the recipient or the recipient's office for general use, provided such use does not create an impression of a conflict of interest or impermissible endorsement of a product or service. Occasional meals, fees for attendance at meetings, golf outings, concerts, etc., and/or gifts with a value of less than the statutory limit (presently \$25.00) shall be considered of nominal value, unless it could reasonably be construed as given for the purpose of creating inappropriate influence. Notwithstanding the above, in the event a sponsor of a meeting or event has pending with the College a matter on which the employee must act in the exercise of his/her duties, or potentially may have such a matter, during the time that said matter is pending, the employee shall not accept any meal or other gift from such sponsor.]

9. Attendance at an Event Sponsored by an Interested Party

Definition of an "Interested Party"

1. *Any person, or employee, representative or agent thereof, who is or may reasonably be anticipated to be subject to the regulatory, licensing or supervisory authority of the College;*
  2. *Any supplier, or employee, representative or agent thereof;*
  3. *Any organization that advocates or represents the positions of its members to the College; or*
  4. *Any organization a majority of whose members are as described in paragraphs 1 through 3 above.*
- (b) *The employee shall secure the prior approval of the President or his designee to attend such an event.*
- (c) *Except as provided in (c) below:*

1. *The College shall pay the reasonable expenses of the employee associated with attending the event.*
  2. *Neither the employee nor the College shall receive any direct or indirect benefit from any other source.*
- (d) *The requirement and prohibition in (b) above need not apply if the event is designed to provide training, dissemination of information, or the exchange of ideas and the employee is making a speech, is participating in a panel at the event or is an accompanying resource person for the speaker and/or participant, subject to the reasonable approval of the President or his designee. The direct or indirect benefit provided to the employee by the sponsor of the event may include the following:*
1. *Reimbursement or payment of actual and reasonable expenditures for travel or subsistence and allowable entertainment expenses associated with attending an event in New Jersey if expenditures for travel or subsistence and entertainment expenses are not paid for by the State or College;*
  2. *Reimbursement or payment of actual and reasonable expenditures for travel or subsistence outside New Jersey, not to exceed \$500.00 per trip, if expenditures for travel or subsistence and entertainment expenses are not paid for by the State or the College. The \$500.00 per trip limitation shall not apply if the reimbursement or payment is made by:*
    - i. *A nonprofit organization of which the employee is, at the time of reimbursement or payment, an active member as a result of the payment of a fee or charge for membership to the organization by the State or the College; or*
    - ii. *A nonprofit organization that does not contract with the State to provide goods, materials, equipment, or services.*
- (e) *If an actual conflict or the appearance of a conflict could arise under the application of (c) above, (b) above shall govern.*
- (f) *Approvals granted under (c) above must be forwarded to the Commission for review.*
- (g) *The employee may pay his or her own expenses with his or her personal funds.*
- (h) *The employee official shall not accept an honorarium or fee for a speech or presentation at an event covered by this subsection.*

**Attendance at an Event Sponsored by an Entity Other Than an Interested Party**

- (a) *The employee shall secure the prior approval of the President or his designee to attend such an event.*
- (b) *The State or the College may pay the reasonable expenses of the employee associated with attending the event or may permit the employee to accept direct or indirect benefits. Direct or indirect benefits may include the following:*

  - 1. *Reimbursement or payment of actual and reasonable expenditures for travel or subsistence and allowable entertainment expenses associated with attending an event in New Jersey if expenditures for travel or subsistence and entertainment expenses are not paid for by the State or the College;*
  - 2. *Reimbursement or payment of actual and reasonable expenditures for travel or subsistence outside New Jersey, not to exceed \$500.00 per trip, if expenditures for travel or subsistence and entertainment expenses are not paid for by the State or the College. The \$500.00 per trip limitation shall not apply if the reimbursement or payment is made by:*

    - i. *A nonprofit organization of which the employee is, at the time of reimbursement or payment, an active member as a result of the payment of a fee or charge for membership to the organization by the State or the College; or*
    - ii. *A nonprofit organization that does not contract with the State to provide goods, materials, equipment, or services.*
- (c) *An interested party shall not provide a direct or indirect benefit to the employee in order to facilitate his or her attendance.*
- (d) *An employee making a speech or presentation at the event shall not accept an honorarium or fee from the sponsor.*
- (e) *Under no circumstances shall an employee accept entertainment collateral to the event, such as a golf outing, or meals taken other than in a group setting with all attendees, or reimbursement therefor.*

- [10. **No employee shall solicit, receive or agree to receive, whether directly or indirectly, any compensation or other thing of value from any source other than the State of New Jersey, the College or**

any entity related to the College for any service related to his/her official duties, except reimbursement of actual expenses for travel and reasonable subsistence for which no payment is made by the State or the College. This provision shall not apply to the solicitation or acceptance of contributions to the campaign of an announced candidate for elective public office or gifts of promotional items of trivial value routinely distributed by vendors.]

10. Acceptance of Things of Value

I. Solicitation or Acceptance of a Thing of Value from an Interested Party

- (a) *An employee shall not solicit or accept, directly or indirectly any thing of value from an interested party.*
- (b) *An employee must disclose and remit to the President or his designee any offer or receipt of any thing of value from an interested party.*
- (c) *The President or his designee shall return the thing of value to the donor or, in the case of a perishable thing of value, transfer it to an appropriate nonprofit entity in the name of the donor.*
- (d) *An employee of the College may retain and use unsolicited gifts or benefits of trivial value, such as complimentary articles offered to the general public, and gifts received as a result of mass advertising mailings to the general business public if such use does not create an impression of a conflict of interest or a violation of the public trust. If circumstances exist which create a reasonable doubt as to the intention with which the gift or benefit was offered, (c) above shall govern.*
- (e) *The President or his designee shall keep records of all such occurrences, names of the employees, individuals and companies involved, and the final disposition of the thing of value.*

II. Solicitation or Acceptance of a Thing of Value from an Entity Other Than an Interested Party

- (a) *An employee must disclose to the President or his designee any offer or receipt of a thing of value from an entity other than an interested party.*
- (b) *The President or his designee shall determine whether the thing of value was given or offered with the intent to influence or reward the performance of the employee's public duties and responsibilities, or whether it may be reasonably inferred to have been given or offered with the intent to influence the performance of his or her public duties and responsibilities, or whether the use of the item will create an impression of a conflict*

*of interest or violation of the public trust. The President or his designee shall also determine whether the thing of value is offered by a lobbyist or governmental affairs agent, as defined in N.J.S.A. 52:13C-18, and whether its acceptance by an employee will exceed the calendar year limit of \$250.00 established by N.J.S.A. 52-13D-24.1.*

- (c) Upon a determination that there was an intent to influence or it could be reasonably inferred that there was an intent to influence the performance of the recipient's public duties and responsibilities, or that the use of the item will create an impression of a conflict or a violation of the public trust, the President or his designee shall return the thing of value to the donor or, in the case of a perishable thing of value, transfer it to an appropriate non-profit entity in the name of the donor.*
- (d) Upon a determination that an employee may accept a thing of value from an entity other than an interested party, the President or his designee shall so notify the employee. Such notification shall include an indication of whether the employee, in accepting the thing of value, has exceeded or will exceed the \$250.00 calendar year limit with respect to a lobbyist or governmental affairs agent.*
- (e) An employee or the College may retain and use unsolicited gifts or benefits of trivial or nominal value, such as complimentary articles offered to the public in general, and gifts received as a result of mass advertising mailings to the general business public if such use does not create an impression of a conflict of interest or a violation of the public trust. If circumstances exist which create a reasonable doubt as to the intention with which the gift or benefit was offered, (c) above shall govern.*
- (f) The President or his designee shall keep records of all such occurrences, names of the employees, individuals, and companies involved, and the final disposition of the thing of value.*

11. Except as may be otherwise provided by law, no employee shall willfully disclose any information not generally available to the public which he/she receives or acquires in the course of or by reason of his /her official duties. No employee shall use for the purpose of pecuniary or other gain, whether directly or indirectly, any information not generally available to the public which he/she receives by reason of his/her official duties.

12. There are specific statutory provisions in the New Jersey Conflicts of Interest Law (N.J.S.A. 52:13D-15 and 16) and Executive Commission on Ethical Standards regulations, N.J.A.C. 19:61-1.1 et seq., that are concerned with the issue of whether representation by an employee or entity in which the employee has a substantial interest in a condemnation proceeding, court or agency constitutes a conflict of interest. Any employee who seeks to negotiate, represent or advise any person or entity other than

the State, the College or entity related to the College should consult the Law and Regulations governing such matters and the College's Ethics Liaison Officer.

13. There are specific statutory provisions in the New Jersey Conflicts of Interest Law and Executive Commission on Ethical Standards regulations that are concerned with the issue of whether the contracting by the employee or by a business entity in which the employee has an interest with the State or the College constitutes a conflict of interest. *See N.J.S.A. 52-13D-19, 19.1 and 19.2. Any employee who seeks to contract with the State or College should consult with the College's Ethics Liaison Officer.*

## V.

### Outside Employment

Each employee of the College, with the exception of members of the Board of Trustees and part-time and/or adjunct members of the faculty and staff, has a primary work obligation to the College.

Reporting Requirements for Members of the AFT Negotiations Unit. All regular and continuing outside employment engaged in by members of the AFT Negotiations Unit shall be reported to the President no later than promptly upon acceptance and thereafter on an annual basis. The reporting form (see Exhibit A) shall be completed by the employee and shall include, but not be limited to, the following information:

- a. Name of employee;
- b. Name of outside employer;
- c. Description of work to be performed;
- d. Normal hours and dates of work and any anticipated exceptions; and
- e. Licenses or special requirements necessary to perform the duties involved.

The President of the College shall seek the advice of the Ethics Liaison Officer with respect to any possible violations of the Code of Ethics.

Reporting Requirements and the Obligation to Obtain Prior Approval (employees not represented by AFT). An employee not represented by the AFT may engage in outside employment or other activity or compensation only if the employment or activity has been reported in writing and has been authorized in advance on an annual basis by the Vice President of the Division in which the employee works and the Ethics Liaison Officer. Employees who work within the Office of the President may engage in outside employment if reported to and authorized in advance by the President and the Ethics Liaison Officer. Outside employment by the President shall be reported to and approved by the Chair of the Board of Trustees.

In providing a written report of the proposed outside employment or activity to the appropriate Divisional Vice President or to the President, as the case may be, an employee has the responsibility to demonstrate that the proposed outside employment or activity *does not*:

1. Constitute a conflict of interest or the appearance of conflict of interest;
2. Occur during the employee's regular work hours;

3. Cause the employee to be unavailable for reasonable special project assignments; and
4. Diminish the employee's efficiency in performing assigned duties.

Employees may engage in outside employment or activity during approved vacation leave as long as the employment or other activity does not constitute a conflict of interest or the appearance of a conflict of interest.

NOTE: The section of the Code of Ethics concerning Outside Employment does not apply to members of the Board of Trustees of the College.

#### VI.

#### **The Making of Statements and Opinions and Taking of Positions on Issues**

In performing outside employment or other activities, no employees shall make statements or express positions in a manner that makes it seem or appear that the statements or positions are those of the College, its Board of Trustees or any other College officer or employee. Nothing in this provision, however, is intended to preclude employees from allowing their names, titles, job positions and academic credentials to be referred to in connection with performing such outside employment.

#### VII.

#### **Use of State and College Property**

This section of the Code of Ethics applies to all employees, including members of the Board of Trustees and part-time and adjunct members of the faculty and staff:

Each employee shall use College property and funds placed under his/her official control in strict accordance with prescribed procedures in meeting College and other public program goals and objectives. State and College property, funds and other assets shall only be used for official College business, and not for personal use (an exception may be the occasional personal use of a College-owned computer or telephone). When such property or physical assets is no longer usable by the College, it shall be sold or otherwise disposed of in accordance with State and College policy and shall not be given away to any employee.

#### VIII.

#### **Special Casino-Related Considerations**

Employees subject to financial disclosure by law or executive order or who have responsibilities affecting the casino industry and the President and the Vice Presidents shall refer to N.J.S.A. 52:13D-17.2, a copy of which is available from the Ethics Liaison Officer.

#### IX.

#### **Off-campus Actions and Behaviors**

In meeting its educational mission, Stockton recognizes the importance of establishing and enforcing acceptable community standards of behavior. In doing so,

members of the College community should know that they will be held accountable for their off-campus actions and/or behaviors as they relate to established laws and regulations of federal, state, and local agencies, as well as policies of the College.

In this connection, individuals who are members of the College community have a responsibility to represent themselves in a lawful and responsible manner at all times, both on and off the campus. Further, the College reserves the right to take necessary and appropriate action to protect the safety and well-being of the campus community.

The College will not routinely invoke the disciplinary process for individual misbehavior occurring off College premises. Nonetheless, it will be necessary in order to protect the campus community when there are reasonable grounds to believe that an individual's behavior off College premises indicates that he/she poses a serious and substantial danger to others. Normally, such "substantial danger" will be manifested by a pending criminal charge, usually relating to a crime of violence, burglary, substantial theft or fraud, the distribution of illegal drugs, or the possession of substantial quantities of illegal drugs.

## X.

### **Responsibility for Administration of The Code of Ethics**

1. **Responsibility of the Ethics Liaison Officer.** The President shall appoint a manager to serve as Ethics Liaison Officer who shall have day-to-day responsibility for administration of the provisions of the Code of Ethics. He/she will advise the President and the appropriate Divisional Vice President with respect to all issues related to an employee's receipt of gifts and outside employment or activity as set forth above. In addition, he/she will keep employees regularly informed as to requirements of the Code of Ethics and any changes in the Conflicts of Interest Law or Regulations through communications and training sessions. The Ethics Liaison Officer shall be available at reasonable times to discuss with employees matters related to the Code and to provide informal advice and counsel with regard to particular matters, and if appropriate, refer a particular matter to the Affirmative Action Officer, Campus Hearing Board or other College officer or body for appropriate resolution. Finally, the Ethics Liaison Officer shall maintain complete and accurate records of all matters related to the Code of Ethics.

2. **Responsibility of the Employee and Ethics Liaison Officer (Gifts).** Each employee shall have the responsibility to make full disclosure in writing to the Office of the Ethics Liaison Officer of any gift or other thing of value upon receipt from a person or business entity with whom or which he/she has had or may expect to have in the future contact in his/her official capacity. The gift or thing of value, if tangible, also shall be delivered to the Ethics Liaison Officer. The Ethics Liaison Officer shall then determine whether the gift constitutes a conflict or interest. If the Ethics Liaison Officer determines that the receipt of the gift violated the Code of Ethics, he/she shall direct the employee to return the gift forthwith.

3. **Responsibility of the Employee, Divisional Vice President and Ethics Liaison Officer (Outside Employment).** Each employee shall report outside activity in writing and in advance to the Ethics Liaison Officer, or the President as the case may be, who shall review the outside employment as being consistent with the Code of Ethics and make a recommendation to the appropriate Divisional Vice President or to the President. The Divisional Vice President or President, as the case maybe, shall then inform the



employee of the determination of the Ethics Liaison Officer as to whether the outside employment or other activity constitutes a conflict of interest. If the employee disagrees with the determination of the Ethics Liaison Officer, the matter will be referred to the President of the College, who shall make the final determination on the matter. All determinations shall be filed by the Ethics Liaison Officer with the Executive Commission on Ethical Standards.

4. Information (College Webpage). The Ethics Liaison Officer shall be responsible for placing on the College's webpage a copy of the Code of Ethics, including forms. He/she will keep the information updated on a current basis. The Ethics Liaison Officer may from time to time inform the College community on the website with regard to the substance of decisions rendered at the College-level or by the Executive Commission on Ethical Standards which may be of general interest.

5. Forms. Forms maybe downloaded from the College webpage and sent to the appropriate officer of the College by means of electronic communication, and response also may be by electronic communication.

END OF CODE OF ETHICS

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**OUTSIDE ACTIVITY QUESTIONNAIRE**

Please complete, print, sign and return to:  
President c/o Ethics Liaison Officer, Room H-201

Name (please print): \_\_\_\_\_

Division: \_\_\_\_\_ Department: \_\_\_\_\_

Title \_\_\_\_\_ Work Telephone Number \_\_\_\_\_

- 1) Are you currently engaged in or planning to engage in any business, trade, profession and/or part-time or full-time employment in addition to your College employment?

Yes ☐ No ☐

If Yes, you must answer Question 2.

- 2) Name of outside employer(s) or business(es). Please indicate if you are an owner, partner or corporate officer. \_\_\_\_\_

Address: \_\_\_\_\_

Type of Business: \_\_\_\_\_

Describe responsibilities: \_\_\_\_\_

Outside employment (please specify):

Days worked per week: \_\_\_\_\_ Hours worked per day: \_\_\_\_\_ Per week: \_\_\_\_\_

Does your outside employment or business require/cause you to have contacts with other NJ State agencies, vendors, consultants, or casino license holders? Yes ☐ No ☐

If Yes, explain. \_\_\_\_\_

- 3) Do you hold a license issued by a State agency that entitles you to engage in a particular business, profession, trade, or occupation? Yes ☐ No ☐

If Yes, type of license: \_\_\_\_\_

When was license issued? \_\_\_\_\_

Active ☐ Inactive ☐

- 4) Do you currently hold, or within this year plan to hold, outside voluntary position(s)? Yes ☐ No ☐

If yes, do you believe that holding that position constitutes a conflict of interest or will impact your performance? Yes ☐ No ☐

If yes, explain. \_\_\_\_\_

5) Are you an officer in any professional organization? Yes ☐ No ☐

If yes, explain. \_\_\_\_\_

6) Are you serving in any public office, or considering appointment or election to any public office? Yes ☐ No ☐

If yes, explain. \_\_\_\_\_

What is the type of elective/appointive position? \_\_\_\_\_

What are your duties? \_\_\_\_\_

Hours engaged in elective/appointive activity: Per day \_\_\_\_\_ Per week \_\_\_\_\_ Per month \_\_\_\_\_

7) Are any members of your immediate family employed by, or through partnership or corporate office, hold an interest in any firm performing any service for the College or directly or indirectly receiving funding from the College? Yes ☐ No ☐

Family member's name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Nature of employment: \_\_\_\_\_

Duration: \_\_\_\_\_ Permanent ☐ Temporary ☐

8) The President, Vice Presidents and others who have responsibility affecting the casino industry should respond to the following question.

Are any members of your immediate family employed by a New Jersey casino or an applicant for a NJ casino license? Yes ☐ No ☐

Family member's name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Name of casino: \_\_\_\_\_

I certify that this questionnaire contains no willful misstatement of fact nor omission of material fact and that after it is submitted, any future activity subject to disclosure will be reported before I engage in such an activity. Completion of this form acknowledges that I have received and read the Richard Stockton College Code of Ethics.

\_\_\_\_\_  
Signature of Employee

\_\_\_\_\_  
Date

Vice President/President\*  
Approved ☐ Disapproved ☐

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Ethics Liaison Officer\*  
Approved ☐ Disapproved ☐

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**\*Approvals not required for employees who are members of the AFT negotiations unit**

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

**RESOLUTION**

**TENTATIVE ADOPTION OF CODE OF ETHICS  
FOR THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

- WHEREAS,** it is public policy in New Jersey that the conduct of public officials and employees maintain the respect and confidence of the public; and to that end each public institution is required to adopt a Code of Ethics to govern and guide the conduct of its officers and employees; and
- WHEREAS,** the College and its Board of Trustees subscribes to the principle that its employees not engage in outside employment that would constitute a real or an appearance of a conflict of interest or receive valuable gifts or other consideration from persons or business entities that transact business with the College; and
- WHEREAS,** the College first adopted a Code of Ethics in November 1975 and has followed the terms of that Code since that time; and
- WHEREAS,** the Governor of the State of New Jersey has issued an Executive Order directing all public agencies, including New Jersey colleges and universities to update their respective Codes of Ethics and submit them for review by the Office of The Attorney General and the New Jersey Ethical Standards Commission; and
- WHEREAS,** the College has revised the proposed Code of Ethics for consideration by the Board of Trustees and for subsequent submission to the Office of the Attorney General and the Commission on Ethical Standards for review; now therefore be it
- RESOLVED,** that the Board of Trustees tentatively adopts the attached Code of Ethics and directs the President of the College to forward the Code to the Office of the Attorney General and the Commission on Ethical Standards for their review of the Code; and be it further
- RESOLVED,** that the President of the College advise the Board of Trustees of the results of the reviews by the Office of the Attorney General and Commission on Ethical Standards; and be it further
- RESOLVED,** that at the next regular meeting of the Board after receipt by the President of the advice of the Office of the Attorney General and the Commission on Ethical Standards the Board will consider final adoption of the Code of Ethics.

August 17, 2005

**ADDENDUM**

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**RESOLUTION**

**PERSONNEL ACTIONS**

**AUGUST 17, 2005**

**NEW FACULTY APPOINTMENTS**

**RANK ADJUSTMENT**

BE IT RESOLVED, that the following actions are approved:

August 17, 2005

NAME	TITLE	EFFECTIVE DATES	*CURRENT SALARY	INFORMATIONAL NOTES
<u>NEW APPOINTMENTS (Faculty)</u>				
Hobbie, John	Visiting Assistant Professor of Theatre Arts	09/01/05 - 06/30/06	\$49,886	13-D appointment
Ji, Hong	Visiting Assistant Professor of Communications	09/01/05 - 06/30/06	\$49,886	contingent upon receipt of Ph.D and proper work authorization prior to 9/1/05
<u>RANK ADJUSTMENT</u>				13-D appointment
Hernandez, Daniel	Assistant Professor of Biology	09/01/05 - 06/30/06	\$47,717	Ph.D. awarded

\*Compensation for FY2005-2006 to be determined in accordance with the appropriately established compensation plan.



Division of Administration & Finance  
Office of the Vice President

Phone: 609.652.4381  
Fax: 609.652.0275

PO Box 195  
Jimmie Leeds Road  
Pomona NJ 08240  
[www.stockton.edu](http://www.stockton.edu)

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THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

**DATE:** August 9, 2005

**TO:** Herman J. Saatkamp, Jr., President

**FROM:** Charles E. Klein, Interim Vice President *CK*

**SUBJECT: EMERGENCY FY06 BID WAIVER  
MUNTERS MOISTURE CONTROL SERVICES**

Board authorization is requested for the College to contract Munters Moisture Control Services to address the water and moisture damages caused by the recent flooding of E- and F-Wings. The repairs are estimated to cost \$75,000. It is anticipated that the College will be reimbursed for all or a portion of this expense by our insurance carrier. The bid waiver and budget approval form are attached.

/atg

Attachment

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**RESOLUTION**

**EMERGENCY FY06 BID WAIVER**

**MUNTERS MOISTURE CONTROL SERVICES**

- WHEREAS,** P.L. 1986, C.42 and C.43 (The State College Autonomy Law and the State College Contracts Law) authorize college Board of Trustees to take necessary actions for effective fiscal and operational management of the state colleges; and
- WHEREAS,** the Board of Higher Education approved on November 21, 1986, Purchasing Policies and Procedures, as enacted by the Stockton Board of Trustees on October 15, 1986, to implement the above statutes; and
- WHEREAS,** these Policies and Procedures specify in 4.3D, that public bidding procedures may be waived for: emergency conditions which may be defined as the need for immediate procurement of goods and/or services necessary for the protection of College property and occupants or continual operation of the College where time does not permit using purchasing procedures; now therefore be it
- RESOLVED,** that the Board of Trustees of The Richard Stockton College of New Jersey authorizes the Interim Vice President for Administration and Finance to enter into a contract with Munters Moisture Control Services, for emergency repairs to F- and E-Wings due to flooding caused by a burst pipe in the geothermal system, under the bid waiver provisions of the State College Contracts Law.

**Vendor**  
**MUNTERS MOISTURE CONTROL SERVICES (56050)**

**FY06**  
**75,000**

Health and safety issues require emergency moisture removal services in E- and F-Wings due to flooding from the geothermal system. It is anticipated that the College will be reimbursed for all, or a portion, of this expense by our insurance carrier. (Reference: Procedure 4.3D)

August 17, 2005



THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

BOARD OF TRUSTEES

RESOLUTION

EMERGENCY FY06 BID WAIVER  
FOR THE PURCHASE OF CONCRETE BARRIERS FROM UNITED RENTALS

- WHEREAS,** P.L. 1986, C.42 AND C.43 (The State College Autonomy Law and the State College Contracts Law) authorize the college Board of Trustees to take necessary actions for effective fiscal and operational management of the state colleges; and
- WHEREAS,** the Board of Higher Education approved on November 21, 1986, Purchasing Policies and Procedures, as enacted by the Stockton Board of Trustees on October 15, 1986, to implement the above statutes; and
- WHEREAS,** these Policies and Procedures specify in 4.3D, that public bidding procedures may be waived for: emergency conditions which may be defined as the need for immediate procurement of goods and/or services necessary for the protection of College property and occupants or continual operation of the College where time does not permit using purchasing procedures; and
- WHEREAS,** the College, under the supervision of the State Department of Property Management and Construction, has undertaken a major rehabilitation of the Stockton Lake Fred Dam, DPMC Project No. IO151-00, which has necessitated the closing of the lighted pedestrian walkway from Housing Units I and IV to the main academic campus; and
- WHEREAS,** the College is instituting shuttle service as well as suspending the driving and parking restrictions on students residing on campus as alternatives means to access the campus; and
- WHEREAS,** although the College is strongly encouraging students to utilize one of the above methods to access the main campus, the College believes it is prudent to take the precautionary measure of erecting construction barricades as a barrier from vehicular traffic along College Drive in the event that pedestrian traffic occurs; now therefore be it
- RESOLVED,** that the Board of Trustees of The Richard Stockton College of New Jersey authorizes the Interim Vice President for Administration and Finance to enter into a contract with United Rentals under the bid waiver provisions of the State College Contracts Law for the purchase of construction barricades.

Vendor

UNITED RENTALS (56051)

FY06

Cost

66,000

Health and safety issues require the erection of construction barricades to direct vehicular and pedestrian traffic on College Drive during the rehabilitation of the Lake Fred Dam. It is necessary to purchase barriers for this purpose. (Reference: Procedure 4.3D)

August 17, 2005

**ADDENDUM**

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**RESOLUTION**

**PERSONNEL ACTIONS**

**AUGUST 17, 2005**

**NEW FACULTY APPOINTMENTS**

**RANK ADJUSTMENT**

BE IT RESOLVED, that the following actions are approved:

August 17, 2005

NAME	TITLE	EFFECTIVE DATES	*CURRENT SALARY	INFORMATIONAL NOTES
<u>NEW APPOINTMENTS (Faculty)</u>				
Hobbie, John	Visiting Assistant Professor of Theatre Arts	09/01/05 - 06/30/06	\$49,886	13-D appointment
Ji, Hong	Visiting Assistant Professor of Communications	09/01/05 - 06/30/06	\$49,886	contingent upon receipt of Ph.D and proper work authorization prior to 9/1/05
<u>RANK ADJUSTMENT</u>				13-D appointment
Hernandez, Daniel	Assistant Professor of Biology	09/01/05 - 06/30/06	\$47,717	Ph.D. awarded

\*Compensation for FY2005-2006 to be determined in accordance with the appropriately established compensation plan.

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**RESOLUTION**

**PERSONNEL ACTIONS**

BE IT RESOLVED, that the following actions are approved:

August 17, 2005

NAME	TITLE	EFFECTIVE DATES	*CURRENT SALARY	INFORMATIONAL NOTES
<b><u>NEW APPOINTMENTS - FACULTY</u></b>				
Bierbrauer, Sandra	Visiting Assistant Professor of Biology	09/01/05 - 01/31/06	\$16,268	Half-time appointment
Brake, Richard A.	Visiting Assistant Professor of Political Science	09/01/05 - 06/30/06	\$47,717	13-D Appointment
Brent, Marilyn	Visiting Assistant Professor of Art	09/01/05 - 01/31/06	\$24,943	13-D Appointment
Burleigh, David	Assistant Professor of Biology	09/01/05 - 06/30/06	\$47,717	
Cohen, Nigel J.	Visiting Assistant Professor Criminal Justice	09/01/05 - 06/30/06	\$47,717	13-D Appointment
Davis, Linda Lee	Visiting Assistant Professor of Geology	09/01/05 - 06/30/06	\$54,225	13-D Appointment

\*Compensation for FY2005-2006 to be determined in accordance with the appropriately established compensation plan.

BE IT RESOLVED, that the following actions are approved:

August 17, 2005

NAME	TITLE	EFFECTIVE DATES	*CURRENT SALARY	INFORMATIONAL NOTES
<b><u>RANK ADJUSTMENT</u></b>				
Carracino, Christine	Assistant Professor of Mathematics	09/01/05 - 06/30/06	\$47,717	Ph.D. awarded
<b><u>SALARY ADJUSTMENTS</u></b>				
Baudy, Augusta	Manager, Information Systems Planning	08/22/05 - 06/30/06	\$58,519	Salary includes adjustment
Robine, Crist	Geo-technical Dredging and Sediment Analysis Research Specialist	08/22/05 - 06/30/06	\$39,089	Salary includes adjustment Grant funded position
<b><u>STRUCTURAL RECLASSIFICATION</u></b>				
Shields, Patrick	Assistant Director of Alcohol/ Drug Prevention	08/22/05 - 06/30/10	\$79,104	Salary includes structural reclassification AFT bargaining unit
<b><u>RESIGNATIONS</u></b>				
Carey, Margaret	Fitness Coordinator	07/10/05		
Paramanathan, Parthipan	Director of Information Management Systems	10/12/05		
Steinberg, Celeste	Complex Director, Housing III	08/25/05		

\*Compensation for FY2005-2006 to be determined in accordance with the appropriately established compensation plan.

BE IT RESOLVED, that the following actions are approved:

August 17, 2005

NAME	TITLE	EFFECTIVE DATES	*CURRENT SALARY	INFORMATIONAL NOTES
<b><u>NEW APPOINTMENTS – FACULTY (continued)</u></b>				
He, Xiaojun	Assistant Professor of Business Studies	09/01/05 - 06/30/06	\$56,394	
Holtzman, Diane M.	Instructor in Business Studies	09/01/05 - 06/30/06	\$24,086	Half-time appointment
Hutchison, Ronald S.	Assistant Professor of Biology	09/01/05 - 06/30/06	\$52,055	
Lague, Michael R.	Visiting Assistant Professor of Biology	09/01/05 - 01/31/06	\$12,472	Half-time appointment
Mukherjee, Amit	Visiting Assistant Professor of Business Studies	09/01/05 - 06/30/06	\$54,225	13-D Appointment
Napson-Williams, Theresa	Visiting Instructor of Atlantic/American History	09/01/05 - 06/30/06	\$41,037	13-D Appointment
Rundio, Jr., Albert A.	Associate Professor of Nursing	09/01/05 - 06/30/06	\$75,583	
<b><u>NEW APPOINTMENTS - MANAGERIAL</u></b>				
Borger, Anne C.	Associate Director Southern Regional ETTC	09/06/05 - 06/30/06	\$66,443	
McIntosh, Stacey D.	Associate Director of the College Center	09/03/05 - 06/30/07	\$55,240	Current multiyear appointment through 6/30/07

\*Compensation for FY2005-2006 to be determined in accordance with the appropriately established compensation plan.

## **BACKGROUND STATEMENT**

**Sandra Bierbrauer**

### **I. EDUCATIONAL BACKGROUND**

Ph.D. Genetics	Univ. of Massachusetts	1971
M.A. Botany	Univ. of Massachusetts	1966
B.S. Botany	Univ. of Massachusetts	1965

### **II. PROFESSIONAL EXPERIENCE**

The Richard Stockton College of New Jersey	1971 – present
Assistant Professor of Biology	1971 - 1975
Associate Professor of Biology	1976 – 2002
Professor Emeritus of Biology	2002 – present

Staff Member	1979 – 1981
Monmouth College Archaeological Field School	
Monmouth, NJ	

Assistant Instructor	1969
University of Massachusetts	
Amherst, Massachusetts	

## **OTHER INFORMATION**

Dr. Bierbrauer brings to this position over thirty years of teaching experience. She has received many honors and awards. She has an extensive list of publications, presentations, grants, research, and community and college service. Dr. Bierbrauer's expertise will be an asset to the Biology Program and Stockton. She has the full support of the Biology Program.

## **RECOMMENDED FOR:**

**ONE SEMESTER 13D HALF TIME VISITING ASSISTANT PROFESSOR OF BIOLOGY**

**THIS IS AN AFFIRMATIVE ACTION APPOINTMENT**

## **BACKGROUND STATEMENT**

### **RICHARD BRAKE**

#### **I. EDUCATIONAL BACKGROUND**

Ph.D. Political Science	Temple University	2003
M.A. Government	University of Virginia	1997
B.A. Government & History	Georgetown University	1988

#### **II. PROFESSIONAL EXPERIENCE**

Assistant Professor	Temple University	2003-Present
Visiting Professor	Shippensburg University	2003
Visiting Professor	Millersville University	2002
Instructor	Temple University	1996-2002
Visiting Scholar	Pennsylvania House of Representatives	2000-2001
Teaching Assistant	Temple University	1995-1996
Teaching Assistant	University of Virginia	1994

#### **III. OTHER INFORMATION**

Dr. Richard Brake has teaching experience in a wide variety of Political Science courses as well as practical experience on both the state and national level. His work in the Pennsylvania Legislature, as well as his past and current research interests make him well suited to the needs of the Political Science program.

**RECOMMENDED FOR: ASSISTANT PROFESSOR OF POLITICAL SCIENCE**



## **BACKGROUND STATEMENT**

### **MARILYN BRENT**

#### **I EDUCATIONAL BACKGROUND**

M.A., Pennsylvania Academy of the Fine Arts	2000
B.A., Maryland Institute College of Art	1975
Tyler School of Art	1972
Fleisher Art Memorial, Philadelphia	1971

#### **II PROFESSIONAL EXPERIENCE**

Adjunct, The Richard Stockton College of New Jersey	2000-2005
Lecture, Georgian Court College	2002
Lecture, Ocean City Arts Center	1993-1995
Teen Arts Festival, Stockton State College	1994-1996
Volunteer, Philadelphia Office of Emergency Shelter	1998

#### **III OTHER INFORMATION**

##### **Awards/Honors:**

Best of Southern New Jersey, Atlantic City Art Center, 2004  
New Jersey Women Artists, 1994  
Ocean City Arts Center Annual Juried Show, 1992  
Grumbacher Award, Pine Shores Art Association, 1988  
Judges Award, Ocean City Arts Center Annual Juried Show, 1988  
Historic Batsto Art Festival, 1987  
The Josef S. Milner Achievement Award, 1971

##### **Publications:**

U.S. Department of State American Embassy, Minsk, Belarus, 2004  
Ellerslie Open, Trenton City Museum, 2004  
Landscapes, Riverfront Renaissance Center for the Arts, Millville, NJ 2002  
NJ Network's State of the Arts feature documentary, 2001  
Crossing Boundaries, NJ Fine Arts Annual, The Noyes Museum, 2001  
South Jersey Landscapes, Georgian Court College, Lakewood, NJ 2001  
New Talent, Gross-McCleaf Gallery, Philadelphia, 2000

**RECOMMENDED FOR: VISITING ASSISTANT PROFESSOR OF ART**

## **BACKGROUND STATEMENT**

**David Burleigh**

### **I. EDUCATIONAL BACKGROUND**

Ph.D. Biomedical Sciences Old Dominion Univ.	1997
M.S. Animal Science Louisiana State Univ.	1992
B.S. Biology California State University	1986

### **II. PROFESSIONAL EXPERIENCE**

Research Assistant Wisconsin National Primate Research Center Madison, WI	2000 – present
Post-Doctoral Trainee University of Maryland Baltimore, Maryland	1997 - 2000
Research Technician Louisiana State University Baton Rouge, Louisiana	1990 – 1991
Research Technician XOMA Santa Monica and Berkeley, CA	1986 – 1989

### **III. OTHER INFORMATION**

**Specialty Research:**  
Stem Cell Research  
Developmental Biology Research

**RECOMMENDED FOR: ASSISTANT PROFESSOR OF BIOLOGY**

## **BACKGROUND STATEMENT**

### **NIGEL J. COHEN**

#### **I. EDUCATIONAL BACKGROUND**

M.A.	University of Texas	Business Administration	2004
M.A.	Rutgers University	Criminal Justice	1998
J.D.	University of Pittsburgh	Juris Doctor	1995
B.A.	Brandeis University	Economics	1992

#### **II. PROFESSIONAL EXPERIENCE**

Instructor	Victoria College, Texas	2004 – 2005
Assistant Professor	University of Texas	1998 - 2004
Adjunct Professor	University of Texas	2004
Adjunct Professor	Rutgers University	1997 – 1998

#### **III. OTHER INFORMATION**

Mr. Nigel Cohen has taught a variety of public policy, law and criminal justice courses while practicing criminal defense in both the public and private sectors. He is licensed to practice law in New Jersey, Texas, the U.S. Court of Appeals and the United States Supreme Court. Mr. Cohen also has several publications in journals, manuals, and has presented at conferences, as well as completed book manuscript reviews.

#### **RECOMMENDED FOR:**

**VISITING ASSISTANT PROFESSOR OF CRIMINAL JUSTICE**

## **BACKGROUND STATEMENT**

**Linda Lee Davis**

### **I. EDUCATIONAL BACKGROUND**

Ph.D. Geology University of Texas – Austin	1993
M.S. Geology University of Georgia – Athens	1986
B.A. Geology University of Colorado – Boulder	1981

### **II. PROFESSIONAL EXPERIENCE**

Visiting Assistant Professor Washington and Lee University	2003 – present
Visiting Assistant Professor Northern Illinois University	2001 - 2003
Visiting Assistant Professor Northern Arizona University	2000 – 2001
Research Associate Pacific Northwest National Laboratories	1998 – 1999
Lecturer Idaho State University	1997
Senior Post-Doctoral Research Associate Idaho Geological Survey Idaho State University	1996 – 1997
Post-Doctoral Research Associate Idaho State University	1995 – 1997
Visiting Assistant Professor Colorado State University	1994 – 1995
Research Science Associate University of Texas	1994

Research Assistant University of Texas	1993
Shipboard Petrologist Arctic-Atlantic Gateway	1993
Electron Probe Analyst Carbon Implants, Inc.	1992 – 1993
Research Assistant Bureau of Economic Geology Austin, Texas	1991 – 1993
Teaching Assistant University of Texas	1987 – 1989
Volunteer Employee U.S.G.S.	1986
Teaching Assistant University of Georgia	1984 – 1985
Geological Field Assistant U.S.G.S.	1983 – 1986

### **III. OTHER INFORMATION**

#### **Professional Service:**

National Conference on Undergraduate Research Session  
Monitor, 2005

#### **Professional and Honor Societies:**

AGU, GSA, AWG, AAUW, Amer. Chem. Society, Mater. Res. Soc.,  
Sigma Xi, Phi Kappa Phi

**RECOMMENDED FOR: VISITING ASSISTANT PROFESSOR OF GEOLOGY**

## **BACKGROUND STATEMENT**

**Xiaojun He**

### **I. EDUCATIONAL BACKGROUND**

Ph.D.	Syracuse University	Business Administration	2003
BE	Xian Jiaotong University	Industrial Engineering	1990

### **II. PROFESSIONAL EXPERIENCE**

Visiting Professor of Finance, California Polytechnic State University, Orfalea College of Business, San Luis Obispo, CA	2003-2004
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### **III. OTHER INFORMATION**

Dr. He has made several presentations at national and international conferences. One of her papers was a "Top Ten Download" on the Social Science Research Network.

### **RECOMMENDED FOR: ASSISTANT PROFESSOR OF BUSINESS STUDIES.**

Dr. He is an Affirmative Action candidate – female, Asian.

## **BACKGROUND STATEMENT**

**Diane M. Holtzman**

### **I. EDUCATIONAL BACKGROUND**

MA	Rowan University	Communications/ Public Relations	1973
BA	University of Detroit	English	1970

### **II. PROFESSIONAL EXPERIENCE**

Adjunct Instructor, Richard Stockton College of NJ	7/2002-present
Adjunct Instructor, Farleigh Dickenson University	7/2002-present
Adjunct Instructor, Rowan University	7/2002-present
Consultant for the Professional Development and Continuing Education, Richard Stockton College of NJ	7/2002-present
Visiting Instructor in Business Studies, Richard Stockton College of NJ	9/2001-6/2002
Liaison for MBS program at Richard Stockton College of NJ	9/2001-6/2002
Director of Communication and Marketing, Cambria County Area Community College, Johnstown, PA	1/2000-8/2001
Consultant writing charter school grants for the Drexel University Technical Assistance Center	1/2000-8/2001
Instructor in Business Studies, Richard Stockton College of NJ	9/1999-12/2000
Visiting Inst. in Business Studies, Richard Stockton College of NJ	9/1998-6/1999
Visiting Inst. in Business Studies, Richard Stockton College of NJ	1/1998-6/1998

### **III. OTHER INFORMATION**

Ms. Holtzman is ABD at Nova University. Her prior teaching at Stockton has been very well received. She has several conference presentations, and has a strong interest in outcomes assessment. She has also taught for PDCE.

#### **RECOMMENDED FOR: INSTRUCTOR IN BUSINESS STUDIES.**

Ms. Holtzman is an Affirmative Action candidate – female, white.

## **BACKGROUND STATEMENT**

**Ronald S. Hutchison**

### **I. EDUCATIONAL BACKGROUND**

Ph.D. Plant Biology	University of Illinois	1994
M.A. Plant Biology	University of Illinois	1988
B.A. Biology	Kenyon College	1987

### **II. PROFESSIONAL EXPERIENCE**

Assistant Professor	2000 – present
North Dakota State University	
Post-Doctoral Research Associate	1997 - 2000
University of Minnesota	
Post-Doctoral Research Associate	1992 – 1995
Ohio State University	
Graduate Research Assistant	1987 – 1992
University of Illinois	

### **III. OTHER INFORMATION**

**Honors:**

Paul D. Boyer Award, Department of Biochemistry, Molecular Biology  
and Biophysics, University of Minnesota, 2000

**Professional Activities:**

Member, American Society of Plant Biology

**RECOMMENDED FOR: ASSISTANT PROFESSOR OF BIOLOGY**



## **BACKGROUND STATEMENT**

### **Michael Lague**

#### **I. EDUCATIONAL BACKGROUND**

Ph.D. Anthropological Sciences	SUNY at Stony Brook	2000
M.S. Anthropology	SUNY at Stony Brook	1996
B.A. Anthropology	New York University	1992

#### **II. PROFESSIONAL EXPERIENCE**

Visiting Assistant Professor of Biology The Richard Stockton College of New Jersey Pomona, NJ	Spring 2003 - present
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Postdoctoral Consultant George Washington University	2000 – 2002
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Adjunct Professor The Richard Stockton College of New Jersey Pomona, NJ	1999 – 2000
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Instructor SUNY at Stony Brook New York	1997 - 1999
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Instructor Institute for the Academic Advancement of Youth Center for Talented Youth (CTY) The Johns Hopkins University Baltimore, MD	1996 – 1999
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Lab Instructor School of Medicine Health Sciences Center SUNY at Stony Brook New York	1994 - 1995
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Teaching Assistant SUNY at Stony Brook New York	1992 - 1999
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**III. OTHER INFORMATION**

**Honors:**

College of Arts and Sciences Scholarship, New York University  
S. Catlin Scholarship, New York University

**Grants:**

National Science Foundation Grant, August 1997

**RECOMMENDED FOR:**

**ONE SEMESTER 13D HALF-TIME VISITING ASSISTANT  
PROFESSOR OF BIOLOGY**

## **BACKGROUND STATEMENT**

**Amit Mukherjee**

### **I. EDUCATIONAL BACKGROUND**

Ph.D.	Syracuse University	International Affairs	1993
MBA	University of Minnesota	Marketing/Finance	2002
MA	University of Delaware	International Relations	1989
BA	University of Calcutta		1986

### **II. PROFESSIONAL EXPERIENCE**

Visiting Assistant Professor of Marketing, Auburn University, AL	8/2004-present
Adjunct Professor (E-Learning Instructor), Norwich University, AL	12/2003-present
Assistant Professor of Marketing, Bethune-Cookman College, FL	8/2003-5/2004
Consulting Manager, Panex Consulting, Inc., MN	2001-2003
Director-Technical Resources, IT Solutions-Enterprise Division, RCM Technologies, Inc., MN	1998-2001

### **III. OTHER INFORMATION**

Dr. Mukherjee has taught both in the United States and abroad, and has substantial private sector experience. He is particularly well prepared to contribute in the area of international business, particularly global marketing.

### **RECOMMENDED FOR: VISITING ASSISTANT PROFESSOR OF BUSINESS STUDIES.**

Dr. Mukherjee is an Affirmative Action candidate – male, Asian.

## **BACKGROUND STATEMENT**

### **THERESA NAPSON-WILLIAMS**

#### **I EDUCATIONAL BACKGROUND**

Ph.D., Rutgers, The State University of New Jersey	(Expected-May) 2006
B.A., The American University	1992

#### **II PROFESSIONAL EXPERIENCE**

Instructor, Community College of Philadelphia	January 1995-Present
Instructor, Philadelphia University	January 2001-Present
Instructor, West Chester University of Pennsylvania	September-December 2002
Instructor, Rutgers, The University of New Jersey	September 1999-May 2001

#### **III OTHER INFORMATION**

##### **Awards/Honors:**

Dissertation Research Grant in Women's Studies, The Woodrow Wilson National Fellowship Foundation, February 2000.

Institute for Research on Women Graduate Fellow, Rutgers, The State University of New Jersey, September 1999-May 2000.

Huggins-Quarles Graduate Student Research Award, Organization of American Historians, April 1999.

**RECOMMENDED FOR: VISITING INSTRUCTOR OF ATLANTIC/AMERICAN HISTORY**

## **BACKGROUND STATEMENT**

**Albert A. Rundio, Jr.**

### **I. EDUCATIONAL BACKGROUND**

Ph.D.	University of Pennsylvania	Education	1990
MSN	LaSalle University	Nursing Administration	1991
MSEd	University of Pennsylvania	Education	1988
MA	Fairleigh Dickinson University	Human Behavior	1985
BS	Richard Stockton College of NJ	Nursing	1980

### **II. PROFESSIONAL EXPERIENCE**

Associate Professor, Drexel University-Health Sciences, College of Nursing and Health Professions, Philadelphia, PA	2001-present
Clinical Associate Professor & Director, Graduate Program in Nursing, Rutgers-The State University of NJ, Newark, NJ	1998-2001
Associate Professor & Graduate Program Director, Allegheny University Of the Health Sciences School of Nursing, Philadelphia, PA	1997-1998
Vice President of Nursing, Shore Memorial Hospital, Somers Point, NJ	1986-1997
Director of Utilization Management and Infection Control, Shore Memorial Hospital, Somers Point, NJ	1983-1986
Supervisor of Emergency Services, Atlantic City Medical Center, Atlantic City, NJ	1979-1983

### **III. OTHER INFORMATION**

Dr. Rundio has a balance of teaching, clinical, and research experience that will greatly enhance the nursing program. He has published four book chapters and nine articles and has dozens of presentations. He is well qualified to contribute to the development of the four-year BSN program.

**RECOMMENDED FOR: ASSOCIATE PROFESSOR OF NURSING.**

## **SOUTHERN REGIONAL INSTITUTE AND ETTC**

### **BACKGROUND STATEMENT**

**ANNE C. BORGER**

#### **I. EDUCATIONAL BACKGROUND**

Master of Arts in School Administration Rowan University	2005
Master of Arts in Instructional Technology Richard Stockton College of New Jersey	2001
Graduate Certification Program - Computers in Education Rowan University	1998
Post Baccalaureate Teacher Certification Program Rowan University	1986
Bachelor of Science in Criminal Justice West Chester University	1979

#### **II. PROFESSIONAL EXPERIENCE**

Director of Curriculum and Supervisor of Instruction Wildwood Crest School District	2004-present
Curriculum and Technology Coordinator Stone Harbor School District	1995-2004
Elementary School Teacher Pleasantville Public Schools	1993-1995

#### **III. OTHER INFORMATION**

Ms. Borger serves on the Board of Directors for Partners in Distance Learning, a multi-state consortium of K-12 public and private schools, universities, museums, art centers, and other agencies committed to offering high-quality programs to school children at affordable costs. Ms. Borger is a New Jersey certified principal, supervisor, and teacher, and has experience in statewide conference planning, curriculum development, and school-based NCLB requirements.

**RECOMMENDED FOR: Associate Director Southern Regional ETTC**

## **BACKGROUND STATEMENT**

### **STACEY DENISE MCINTOSH**

#### **I. EDUCATIONAL BACKGROUND**

M.A. Indiana University of PA	Student Affairs in Higher Education, 1995
B.S. Indiana University of PA	Business Administration, 1993

#### **II. PROFESSIONAL EXPERIENCE**

Assistant Director of Housing and Residential Life Richard Stockton College of New Jersey	2003 - Present
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Program Coordinator, Housing and Residential Life Richard Stockton College of New Jersey	2002 - 2003
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Complex Director, Housing and Residential Life Richard Stockton College of New Jersey	1999 - 2002
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Student Life Coordinator/Coordinator of Minority Affairs Wesley College, Dover Delaware	1997 - 1999
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#### **III. OTHER INFORMATION**

Ms. McIntosh brings a track record of proven success and increased responsibilities during her six years of employment with our Office of Housing and Residential Life. She possesses excellent knowledge of facilities management and student programming. Additionally, Ms. McIntosh has experience in training and supervising student workers and leaders, as well as managing office operations.

**RECOMMENDED FOR: ASSOCIATE DIRECTOR OF THE COLLEGE CENTER**