

**BOARD OF TRUSTEES  
MEETING**

**December 7, 2005**

**The next meeting of the Board will be on  
Wednesday, February 15, 2006  
in the Townsend Residential Life Center**



**REVISED (12/5/05)**

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**WEDNESDAY, DECEMBER 7, 2005**

**SCHEDULE AND AGENDA**

**NOTE:** The Meeting will open to the public at 1:30 p.m. in 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 September 23, 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 Minutes of the Regular Meeting of October 19, 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**  
Chairman Gerald Weinstein

**B. President's Report**  
Herman J. Saatkamp, Jr.

- 1. The College Report on Faculty and Staff is found on pages 5-25.**
- 2. Special Presentation from The Council of Black Faculty & Staff**  
Mr. Stephen Davis, President

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

- 1. Sabbatical Leaves for 2005-2006**  
The Information will be distributed.
- 2. R&PD Mini-Round Recommendations**  
The Information will be distributed.

**D. Report of the Student Affairs Committee**  
Trustee Curtis Bashaw, Chair

- **Stockton Board of Trustees Distinguished Fellowship for Students**  
The Information is found on page 26.

- E. Report of the Finance Committee  
Trustee Stanley Ellis, Chair
1. FY07 State Submission Operating Budget  
The Information and Resolution will be distributed.
  2. Bond Issuance - Revision #3 (12/7/05) – includes Housing V  
The Revised Resolution and Information will be distributed.
  3. Authorizing the Distribution of a Request for Proposal for  
the Nacote Creek Environmental & Marine Science Field Station  
Rehabilitation and Upgrade  
The Resolution is found on page 33.
  4. Facilities Usage Fees for Calendar Year 2006  
The Revised Resolution will be distributed.
  5. Selection of Vendors:
    - Planning the Construction of Housing V
    - Renovation of the Holocaust Resource CenterThe Resolutions will be distributed.
  6. Authorizing the Establishment of Tuition Waivers for  
Admissions Ambassadors  
The Resolution is found on page 47.
  7. Contract Award to Video Corp. of America  
for Sports Center Video Projection System  
The Resolution and Information are found on pages 48-49.
- F. Report of the Investment Committee  
Trustee Stanley Ellis, Chair
- G. Report of the Development Committee  
Trustee Emma N. Byrne, Chair
- H. Report of the Audit Committee  
Trustee Albert L. Gutierrez, Chair
1. Revised Internal Audit Charter  
The Resolution and Information are found on pages 50-53.
  2. 2007 Audit Plan  
The Information is found on page 54.
- I. Personnel Resolution  
The Personnel Resolution will be distributed.
- J. Other Business
- K. Comments from the Public
- L. The next regularly scheduled meeting of the Board will be held on  
Wednesday, **February 15, 2006** at 3:45 p.m. in the Multipurpose Room of the  
Ann B. Townsend Residential Life Center.
- M. 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 no earlier than 3:45 p.m.

December 7, 2005

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

## **BOARD OF TRUSTEES**

### **PRESIDENT'S REPORT**

**December 7, 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**

**RODGER JACKSON**, Associate Professor of Philosophy, recently published an article "Academic Advising and Philosophy," in the National Academic Advising Association (NACADA) Journal. 25.2 (Fall 2005).

**WILLIAM LUBENOW**, Professor of History, recently attended the North American Conference of British Studies. **Dr. Lubenow** began his term as President of the North American Conference of British Studies following the Conference. Denver, CO. 5-10 Oct 2005.

**ANNE POMEROY**, Associate Professor of Philosophy, gave a presentation entitled, "Finding Radical Consciousness." 2005 Left Forum. City University of New York Graduate Center. New York, NY. 16 Apr 2005.

**Dr. Pomeroy** was appointed Director of Freshman Seminars, Richard Stockton College.

**WENDEL WHITE**, Professor of Art, recently participated in the following professional activities:

Solo exhibition of recent landscape works at the Back Door Gallery. Westville, NJ. 19 Aug 2005 – 29 Sep 2005.

"Small Towns Black Lives" exhibition. Walsh Library Gallery. Seton Hall University. South Orange, NJ. 2 Sep 2005 – 21 Oct 2005.

Lecture/discussion related to the challenges and rewards of being an artist with employment outside the studio, held at The Noyes Museum of Art. Oceanville, NJ. 14 Sep 2005.

Lecture, "Small Towns, Black Lives" and "Schools for the Colored." Seton Hall University. South Orange, NJ. 16 Sep 2005.

Lecture, "Recent Works" for the "A Sense of Place: Delaware Highlands Fall Photo Weekend," Workshop. 70NW Photo Gallery. Milford, PA. 21 Oct 2005.

Group Exhibition, "Saturday Night, Sunday Morning," curated by Deborah Willis at City Gallery East. Atlanta, GA. 14 Oct 2005 – 11 Nov 2005. The exhibition includes two images from the "Small Towns, Black Lives" project.

## **GENERAL STUDIES**

**AARON KRAUSS**, Visiting Specialist in Jewish Studies, gave a lecture, "Yehuda HaLevi vs. Maimonides-Exploring the Mystical and the Rational in Judaism" as part of the community-wide Odyssey 2005 Jewish Perspectives Lecture Series. The series was organized by the Board of Jewish Education of Atlantic and Cape May Counties and was held at the Jewish Community Center. Margate, NJ. 19 Sep 2005.

**JOANNA MICHLIC**, Assistant Professor of Holocaust and Genocide Studies, has been appointed a member of the Academic Committee of the Hadassah-Brandeis Institute, MA. The committee reviews research proposals and academic goals.

**CAROL RITTNER RSM**, Distinguished Professor of Holocaust and Genocide Studies, was invited by the Swedish Committee Against Anti-Semitism to give a lecture "Conscience and Complicity During the Holocaust" in Gothenberg, Sweden. 1 Oct 2005.

**Dr. Rittner** also helped to launch the book Beyond the 'Never Again's' at the Gothenberg International Book Fair. The volume, edited by Eva Fried (Sweden), Eric Markusen (Denmark) and **Dr. Rittner** (USA) was prepared at the direction of Swedish Prime Minister Goran Persson, following the four international forums on the Holocaust, other genocides of the 20<sup>th</sup> and 21<sup>st</sup> centuries, and genocide prevention he organized in Stockholm between January 2000 and January 2004. Beyond the 'Never Again's' will be distributed internationally by the Swedish Prime Minister's Office.

## **NATURAL SCIENCES AND MATHEMATICS**

**WILLIAM CROMARTIE**, Associate Professor of Environmental Studies, has received a \$2000 Water Resources Research Institute Undergraduate Internship from the Water Resources Research Institute at Rutgers University. It will run from October 2005 to February 2006 to perform work in cooperation with the Great Egg Harbor Watershed Association to assess the condition of several sub watersheds of the Great Egg Harbor River. Lauren Keltos, an Environmental Studies student at Stockton will be assisting **Professor Cromartie**, as she bring her knowledge of Geographic Information Systems and field ecology to the project.

**YITZHAK SHARON**, Professor of Physics, is the co-author of a paper entitled, "Nuclear Structure of the First 2 + State in Radioactive Ge68 Based on g Factor and Lifetime Measurements," which appeared in the April 2005 issue of the Physical Review C. 71 (Apr 2005): 0443161-1 to 044316-6.

**KAREN YORK**, Assistant Professor of Biology, presented a poster entitled, "Molecular Identification of Aquifer Microbes Using the 16S Ribosomal.RNA Genes," at the 8<sup>th</sup> Annual Undergraduate Research Symposium in the Chemical and Biological Science, along with Stockton students Asen

Bagashev, Francis Lanzetta and Sandra River. The poster received the second place award in the Poster Session II, Biological Sciences 3 (Section 1). University of Maryland. Baltimore Co, MD. 15 Oct 2005. **Professor York** also presented this poster at the Fall Retreat for Graduate School of Biomedical Sciences, at the University of Medicine and Dentistry of New Jersey. Tuscany House Restaurant, Renault Winery. Egg Harbor City, NJ. 13 Oct 2005.

## **PROFESSIONAL STUDIES**

**LINDA AARONSON** and **CHERYLE EISELE**, Associate Professors of Nursing, recently spent two weeks with the American Red Cross in Baton Rouge, LA. They worked as registered nurses in the River Center, a client shelter housing 1200 evacuees. Clients were primarily from the 9<sup>th</sup> Ward in New Orleans, LA (Hurricane Katrina) and from Lake Charles, LA (Hurricane Rita).

**NORMA BLECKER**, Assistant Professor in Special Education, presented, "Differentiated Instruction and Assessment," at the Every Child Moves Ahead: Meeting the Needs of all Learners Conference. It was sponsored by Cape May County School Districts. Cape May County Special Services School. 7 Oct 2005.

**ELAINE BUKOWSKI**, Professor of Physical Therapy, presented, "Evidence-Based Practice Guideline for Acute Care Management Following Total Hip Arthroplasty (Postoperative Days 1-4)," at the Southern District Meeting – Educational Presentation. It was sponsored by the American Physical Therapy Association New Jersey at the Bacharach Institute for Rehabilitation. Pomona, NJ. 27 Sep 2005.

**DIANE DURHAM**, Academic Field Coordinator, Occupational Therapy, is part of a team of rehabilitation workers on call for the Katrina Relief area in the future. In preparation, her role has been to assist the organization with the development of a website to be used by relief workers who may need rehabilitation assistance with "aches and strains" of working or victims themselves, with old and new injuries. Matt Juszczak, a senior Stockton student, is currently developing this website for the project while consulting with a physician/physiatrist and **Professor Durham** for content of the site. Website access in the near future is [www.katrinarehab.com](http://www.katrinarehab.com).

**JILL GERHARDT-POWALS**, Associate Professor of Computer Science and Information Systems, presented, "Why Do I Have to Take Calculus?" Information Systems Education Conference 2005. It was sponsored by the Association of Information Technology Professionals. Columbus, OH. 6-9 Oct 2005. At that time, **Professor Gerhardt-Powals** received a Meritorious Writing Award.

**DIANE HOLTZMAN**, Instructor in Business Studies, presented with **KAREN STEWART** and **JENNIFER BARR**, Associate Professors of Business Studies, "Service Learning: Theory and Application to Marketing and Management," at the 28<sup>th</sup> Annual Meeting of the Association of Pennsylvania University Business and Economics Faculty. State College, PA. 20-21 Oct 2005.

**M. ALYSIA MASTRANGELO**, Associate Professor of Physical Therapy, has been conducting menopausal research with her Stockton physical therapy graduate students. The results of this research were featured in three articles entitled, "Exercise and Menopause," in the Los Angeles Times written by Jeannine Stein, 29 Aug 2005; "Working out the Heat of Menopause," in New York Newsday, written by John Hanc, 25 Oct 2005; and "Exercise Could Cool Hot Flashes," in The Bergen Record, written by Jeannine Stein. 25 Oct 2005, Bergen County, NJ, sec. F, Health: 1.

**PATRICIA QUINN MCGINNIS**, Associate Professor of Physical Therapy, presented "Factors That Influence the Decision Making Process of Clinicians in Choosing a Balance Assessment Tool," at the III STEP: Translating Evidence Into Practice; Linking Movement Science and Intervention Conference and cosponsored by the Neurology and the Pediatrics Sections of the American Physical Therapy Association at the University of UT. Salt Lake City, UT. 15-21 Jul 2005. **Professor McGinnis** had the above presentation published by the American Physical Therapy Association in the Conference Proceedings, Jul 2005: 179. **Professor McGinnis** received a \$1600 grant to attend and present her research. Her application was accepted to attend this intensive multidisciplinary institute designed with the purpose of advancing physical therapy for people with movement dysfunction. Participants included basic science researchers, educators, and clinicians, representing 22 countries. III STEP is the third in a series of summer institutes that span four decades, with each having a significant influence on the practice of physical therapy.

**MICHAEL OLAN**, Professor of Computer Science and Information Systems, presented with Charles Frank, Northern Kentucky University, and Laurie Werner, Miami University Hamilton, "Safe Computing on Campus and at Home," at the Consortium for Computing Sciences in Colleges Eastern Conference 2005. Iona College. New Rochelle, NY. 14-15 Oct 2005.

**Professor Olan** presented, "Defending Web Services." Computer Science Colloquium. It was sponsored by University Teknologi MARA. Shah Alam, Malaysia. 3 Aug 2005.

**VICTORIA SCHINDLER** and **SHARON GUTMAN**, Associate Professors of Occupational Therapy, and Karen Stern and Laurie Knis from Kean University, presented, "The Bridge Program: A Supported Education Service to Help Adults Pursue Educational Goals," at the New Jersey Occupational Therapy Annual Conference and sponsored by the New Jersey Occupational Therapy Association. Princeton, NJ. 10 Oct 2005. **Professor Schindler** also presented with Devora Goldman, Claribel Rodriguez, Donna Saunders, Aviva Shiman and Abigail Solomon, students in the Stockton Occupational Therapy graduate program, "Convergent Validity of the Interpersonal Skills Scale and the Task Skills Scale," at the same conference.

**RON TINSLEY**, Assistant Professor of Teacher Education, presented, "Holistic Assessment-GEPA Style, Using Assessment to Improve Test Performance," at the Egg Harbor Township Public Schools Professional Development Conference. Egg Harbor Township Middle School. Egg Harbor Township, NJ. 7 Oct 2005.

**Professor Tinsley** presented, "Teaching Speaking and Listening to Meet National Standards," at the National Communication Association Annual Conference. Boston, MA. 17 Nov 2005.

### **SOCIAL AND BEHAVIORAL SCIENCES**

**DAVID BURDICK**, Professor of Psychology and Coordinator of Gerontology, gave a presentation entitled, "Outcomes at the Institutional Level: College and Community Partnerships," during the Examining Multiple Criteria for Evaluating the Effectiveness of Diverse Intergenerational Programs Symposium. It was held at the 13<sup>th</sup> Biennial International Conference of Generations United. Washington, DC. 16 Sept 2005.

**Professor Burdick** presented a paper entitled, "Aging with Technology: Promoting Independence," during the Plan for the Future Day workshop. The workshop, sponsored by the Princeton Senior



Resource Center, was held at the Suzanne Patterson Center in Princeton, NJ. 01 Oct 2005. **Professor Burdick** also gave this presentation at the Family Resource Center of the Southern Ocean County Hospital. Manahawkin, NJ. 24 Oct 2005.

**OLIVER COOKE**, Assistant Professor of Economics, co-authored with James A. Parrott, Fiscal Policy Institute, NYC, Chapter 7 entitled, "The Economic Impact of 9/11 on NYC's Low-wage Workers and Households." Resilient City: The Economic Impact of 9/11. Howard Chernick, ed. NY:Russell Sage. 189-227.

**LISA COX**, Associate Professor of Social Work, in her role as Editor and Chair of the Health Committee of the National Association of Social Worker's (NASW) Specialty Practice Section, was responsible for producing two newsletters on cutting edge issues relevant to health care social work practice. **Professor Cox** also facilitated the annual meeting at the NASW National Office in Washington, DC. 29 Sept -1 Oct 2005.

**Professor Cox**, as a member of the United Way Task Force, Needs Assessment Committee, met to review collected data at their Atlantic County Office in Galloway Township, NJ. (Oct 2005)

**DAVID EMMONS**, Professor of Criminal Justice, presented a paper entitled, "What Is Worth Fearing and What Is Not," at the Salute to Stockton-Distinguished Speakers Series workshop. Temple Emeth Shalom. Margate, NJ. 19 Aug 2005.

**DIANE FALK**, Associate Professor of Social Work, acting as Principal Investigator, successfully secured a grant for a newly established child welfare consortium for the academic year September 2005 - June 2006. In partnership with the New Jersey Office of Children's Services (OCS), Stockton has been named the lead institution for the Baccalaureate Child Welfare Education Program (BCWEP). Stockton will work in conjunction with six New Jersey accredited undergraduate social work programs: Georgian Court University, Kean University, Monmouth University, Ramapo College of New Jersey, Rutgers University-Newark, and Seton Hall University. **JOHN SEARIGHT**, Professor Emeritus of Social Work, is serving as Academic and Program Coordinator for this project which is funded through a combination of Federal and State funds in the amount of \$682,898.74.

**LAURIE GREENE**, Associate Professor of Anthropology, facilitated the Dare to Lead workshop sponsored by Stockton's Student Development Office. **Professor Greene** also presented a paper entitled, "Fostering Cooperation in Student Leadership: Guidelines for Effective Collaboration." Richard Stockton College of New Jersey. Pomona, NJ. 17 Sept 2005.

**JEAN MERCER**, Professor of Psychology, was an invited state delegate and roundtable presenter at the Infant Mental Health Systems Development Summit Conference. It was sponsored by Mailman Foundation/Zero to Three. Washington, DC. 22-24 Sep 2005.

**WILLIAM MILEY**, Professor of Psychology, received a grant for his curriculum development proposal entitled, "Addressing Depression, Anxiety, Stress, and Substance Abuse Among Students by Using Peer Educators." 21 Sept 2005. This grant is funded by the Association of American Colleges and Universities (AAC&U) in the amount of \$10,000.

## **STAFF**

**DEBBI DAGAVARIAN**, Assistant Provost, has been invited to serve for a third, consecutive, three-year term on the editorial board of The Journal of Continuing Higher Education.

**PAULA DOLLARHIDE**, Assistant Director for Academic Advising, serves as New Jersey representative to the Region 2 Steering Committee of National Academic Advising Association (NACADA). **Ms. Dollarhide** recently served on the NACADA national technology innovations in advising awards committee. 5-8 Oct 2005.

**DEBORAH M. FIGART**, Dean of Graduate Studies, wrote, "Gender as More Than a Dummy Variable: Feminist Approaches to Discrimination," Review of Social Economy 63.3 (Sep 2005):509-536. This is part of the Best of Review volume, a highly competitive selection of just 2 articles per decade since the 1940's and Volume 1 of the journal, articles that represent the "best of the best" in social economics; the article was originally published in 1995.

**THOMAS J. GRITES**, Assistant to the Provost, was the keynote presenter for the regular and adjunct faculty in the Faculty Institute Week at Schenectady County Community College. The title of his presentation was "Engaging Students in Their Learning through Academic Advising." NYC, NY. 29 Aug 2005.

**Dr. Grites** presented a workshop entitled, "The Financial Worth of Advising: Assessing Your Worth to Your Institution." 29th National Conference on Academic Advising. Las Vegas, NV. **Dr. Grites** also presented programs entitled, "Transfer Student Seminars: A Sure Bet for Academic Success," with **Paula Dollarhide** and T. Mark Morey of SUNY-Oswego and "Conceptualizing Academic Advising" with Russell Tiberi of St. Mary's College of CA and Susan Campbell of the University of Southern Maine. **Dr. Grites** also participated in the "Past Presidents' Forum" and the annual meetings of the NACADA Publications Advisory Board and the Editorial Board of the NACADA Journal, for which he is a Senior Editor. 5-8 Oct 2005.

**PETER HAGEN**, Director of the Center for Academic Advising, is the Guest Editor for the Fall 2005 issue of the National Academic Advising Association Journal, a juried journal devoted to the scholarship of academic advising. This issue is a special issue commissioned by the editors to introduce groundbreaking work on the theory and philosophy of academic advising. **Dr. Hagen** solicited and edited the articles appearing in the issue and wrote the introductory article, "Theory Building in Academic Advising," which seeks to broaden the range of disciplinary perspectives from which one might view academic advising. Appearing in the same issue are works by **RODGER JACKSON**, Associate Professor of Philosophy, and **MARC LOWENSTEIN**, Dean of Professional Studies. **Dr. Jackson's** article, entitled, "Academic Advising and Philosophy," argues that the study of philosophy, especially the branches of logic, ethics, and epistemology, can be of great practical value to any academic adviser. **Dr. Lowenstein's** article, "If Advising is Teaching, What do Advisers Teach?" argues that the answer to that question is that good advisers teach the logic of the curriculum to their students.

**Dr. Hagen** also presented a preconference workshop entitled, "Conducting Academic Advising Research" along with colleagues from Penn State and the University of Utah at the 29<sup>th</sup> National Academic Advising Association Conference in Las Vegas. 5 Oct 2005. He continues to serve on the editorial board of the NACADA Journal and as chair of the Interest Group on the Theory and Philosophy of Academic Advising.

**BETH OLSEN**, Director of Grants Development, presented an invited workshop, "Assessing the Small Grants Office: Implementing Changes," to the International Society of Research Administrators, (SRA). Milwaukee, WI. 15-18 Oct 2005.

**Beth Olsen**, presented a seminar-workshop entitled, "Establishing a New Grants Office: The Essentials," at the National Council of University Research Administrators (NCURA) Annual National Meeting. Washington, DC. 30 Oct – 2 Nov 2005. As the largest nation-wide professional association for research administrators, the NCURA conference draws from a wide range of participants.

## **ADMINISTRATION, FINANCE & INSTITUTIONAL ADVANCEMENT**

### **ADMINISTRATION AND FINANCE**

#### **CAMPUS POLICE**

We welcome the return of Officers **CARLTON FERNANDERS** and **MARIA PARZIALE**, who were deployed with other New Jersey law enforcement personnel to the hurricane damaged areas of Louisiana to assist local police authorities. We thank Maria and Carlton for volunteering to help their fellow Americans in a time of need.

Sergeant **KAREN HEINTZ** and Officer **CINDY PARKER** attended a one day Woman's Leadership Conference in Atlantic City.

Officer **MARIA PARZIALE** attended a two day CALEA Accreditation Manager's Course at Princeton University hosted by the NJ Chiefs of Police Association.

Officers **JOHN FORTE**, **CARLTON FERNANDERS** and **MARIA PARZIALE** attended a 3 day College and University Public Safety Association (CUPSA) sponsored Supervisory Development Program at Rider University.

Officer **LINDA KENNY** attended a one week Crime Prevention Seminar in Egg Harbor Township.

Officers **JACK SEMENTA**, **ROBERT ZBIKOWSKI** and **LINDSEY CHESHIRE** attended a one day seminar in the SANE/SART Program, a support program for victims of sexual assault.

Officer **GIO MAIONE** attended a one week High Tech Crimes Investigation Course at the Gloucester County Police Academy.

Officers **CINDY PARKER** and **CORTNEY MCDEVITT** attended a 3 day Sex Crimes Investigation Course.

The Police Department, working with Professor **MARISSA POTCHAK** from the Criminal Justice Program, will be conducting a Satisfaction Survey of our community with the intent of improving the services we deliver. Professor Potchak has developed the instrument and will email randomly selected members of our community, including resident students, commuter students, faculty, and staff members and ask them to complete the 5 minute survey which will be located on the Police Department website. We ask for your assistance in completing the survey if selected. We thank Professor Potchak for her dedication to this project and assistance in helping us improve our performance.

#### **FACILITIES PLANNING AND CONSTRUCTION**

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

This project is progressing on time and within budget. A successful fish salvage was conducted by the New Jersey Division of Fish and Wildlife prior to the lowering of the lake. The lake will remain at

a lower level during the construction phase of this project. Installation of power and data conduits has taken place, and the preparation of the new dam structure is underway. Once the preparation for the new dam structure is complete, erosion control mats will be installed and a new pathway will be constructed. Construction barricades were placed along Vera King Farris Drive to ensure a safe pedestrian walkway from Housing I and IV to the main academic campus. This project is on target for a completion date of December 2005.

### **Satellite Dish Replacement Update**

This project involves the replacement of two (2) satellite dishes: a ground satellite dish located at N-Wing and a rooftop-mounted satellite dish located on E-Wing. After the submission of signed and sealed engineering drawings for code review to the New Jersey Department of Property Management and Construction, the engineer, Joseph B. Callaghan, received the necessary permit to proceed with this project. Following the establishment of a construction cost estimate, the budget will be submitted to the Board of Trustees for approval prior to advertisement of bids.

### **F-Wing Extension and Renovation Update**

Progress on the F-Wing project has remained steady and on schedule. The enclosure of the building and the installation of the roofing and skylights have been completed. Framing, wiring and sheet rock finishing of the interior has begun, is nearing completion on the second floor, and is nearly 50% complete on the first floor. The artist, Mac Adams, has begun work on the arts inclusion portion of the project and the art work for the building is expected to be substantially complete by March 2006. To date, construction is on schedule for occupancy in May/June 2006.

### **Sports Center Video Projection System**

The Request for Proposal (RFP) to install a video projection system in the Sports Center was issued and bids were received on November 17, 2005. The installation of this video system will provide the College with the ability to videotape commencements and other special events normally held in the Sports Center, while allowing the College to readily upgrade the system in the future due to emerging technologies.

### **Unified Science Building**

The Unified Science Building project is in the early stage of the Programming Phase. The architects will be testing and confirming the original program document that was produced by GPR Planners in February 2004. The architect, EYP, has been on campus to meet with various College participants. The estimated completion date for the Programming Phase is March 2006. This phase of the work will include an estimated construction cost, construction schedule, concept design and drawings, fundraising schemes and the identification of project milestones.

### **College Center**

The Programming Phase for this project has begun. The architect, KSS, will coordinate early design work and programming with the team that is presently conducting a campus-wide Food and Market Study. This phase will provide the College with an estimated construction cost, construction schedule, and concept design drawings. At the end of Phase I and following approval by the College's Board of Trustees, the architect will continue into Phase II of design and construction.

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

The contractor is addressing the final punch list items that remain open from the original contract. The next phase of this project, entailing the rehabilitation of the exterior panels on the PAC and N-Wing, will commence in the near future and should be completed by fall 2006.

### **Bldg. 30 Standby Generator**

The electrical generator has been ordered and its delivery is expected in January 2006. Construction began in November and is expected to be completed by February 2006.

### **Alton Auditorium Renovation and Upgrade**

A Request for Proposal (RFP) for professional services for the renovation and upgrade of the Alton Auditorium was issued in November and submissions were received during the first week of December. The selection process for architectural services is ongoing with a final decision expected by mid-December.

### **Holocaust Resource Center Addition**

A Request for Proposal for architectural services was issued in mid-November for the addition to the Holocaust Resource Center. Once an architectural firm has been selected in early December, a contract will be awarded.

## **PLANT MANAGEMENT**

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

### **Performing Arts Center**

In cooperation with **MIKE COOL** and **DAVID BUZZA**, Plant Management initiated an extensive project to overhaul all 520 fixed seats, which included refinishing of wooden arm rests, new foam, fabric and headrests. This seating project, which will ensure the safety of our patrons, has been completed.

In addition to the seats, the stage proscenium wall has been repainted and the woodwork has been stained to match the color scheme of the reupholstered seating. The foyers and walls were also repainted by Plant's Paint Section.

### **Performing Arts Center Stage**

In cooperation with **HARLEY HALPERN** (stage manager) Plant Management has implemented a replacement schedule for the 33 single-purpose counterweight line sets which control the stage curtains and scenery backdrop rigging. Three in need of repair were replaced in 2004, with an additional four completed this summer. The remaining line sets will be replaced on a five-year plan.

### **Main Campus Galleries Signage**

With the assistance of **JULIE BOWEN**, Supervisor of Graphics Production, and the Graphics Department, **BILL HOUCK**, Assistant Supervisor, reviewed for accuracy and upgraded the wing identification directories at the end of each corridor. Building 32, L-Wing swimming pool, was repainted and wooden benches re-varnished. The pool reopened in time for summer programming.

### **Building 117 Lakeside Center**

Exterior lighting was redesigned to improve security of building, creating a safer environment for our students.

### **Housing**

Housing I: The Mechanical Section has replaced portable free-standing floor lamps in 128 apartments. This was phase two of a two-year plan to complete all 255 apartments in Housing I.

Housing I Electric Service: All units (64 electrical sub-panels) that supply power to the apartments have been replaced.

Housing I Security Lighting: At the request of Stockton Police, the Electrical Section installed 16 security lights on each Housing I building to light the area between the back of the buildings and the wooded areas for the protection of our students and visitors.

Housing III Exterior Restoration (Building 37, L-P Dorms): Restoration of the 19-year old buildings included exterior patching of holes, cleaning, painting and recaulking. This project was completed in October, 2005.

### **Steam Cleaner/Pressure Washer**

As part of the capital equipment approval at the Board of Trustees December 2004 meeting, an industrial cleaning machine that can clean carpet at a temperature of 240°F was purchased at a cost of \$35,000. Our estimated return on investment for this machine was 1.27 years. We are happy to report the machine has far exceeded its expectations. Its return on investment at this time is over \$239,000, a net savings of over \$200,000. One example of this was the clean up of the Library/Bookstore area after a pipe failure on the top floor of the building. Other work performed includes pressure washing of the following areas:

- Arts & Science exterior, ramps, windows and loading dock area
- C-Wing Bridge and stairwells
- Library exterior and windows
- G-Wing deck area
- I-Wing loading dock, driveway and dumpsters
- G-Wing Cafeteria, rear deck and exterior stairs
- C-Wing loading dock area and dumpsters
- Geothermal Building and dock area
- De-waxed end aprons and benches (skateboard wax)
- K-Wing circle seating, stairs, ramps and patios

- Exterior walls and decks of swimming pool area
- Exterior sidewalks, walls, windows and steps of West Quad
- Housing I, all stairs, sidewalks and dumpster areas and dumpsters
- Housing II, all sidewalks, dumpster areas, dumpsters and picnic tables
- Housing III, all sidewalks, exterior tiles and walls
- Housing IV, all sidewalks, walls, courtyard walls, picnic tables, windows, dumpsters and dumpster areas
- Exterior of the TRLC and sidewalks to remove mildew
- Lakeside Center, all sidewalks, decks and fencing
- The outside of the Parkway Building, sidewalks, windows, curbing and parking lot light bases
- All sidewalks and curbing at Free to Be
- Tennis court seating
- Swimming pool to gym seating and circle area
- N-Wing loading dock and grease drains and dumpsters
- Picnic grove seating, benches and sidewalks at Big Blue
- Carpet extraction, sanitizing and soil release was applied in the following areas.
- Housing I, all rooms (3 carpeted rooms per unit)
- Housing II, all rooms, common areas and corridors
- Housing III, all rooms, common areas and corridors
- Housing IV, all rooms (3 carpeted rooms per unit)
- TRLC, extracted carpet, acid cleaned corridor, restrooms and kitchen floors
- Building 80 (Housing IV) carpets and classrooms
- Lakeside Center carpets and dining room tiles
- Acid cleaned Lakeside Center kitchen
- Extracted, sanitized and scotch guarded Free to Be twice
- Extracted, sanitized and soil released Arts and Science Lecture Hall
- Extracted interior and exterior PAC, including Green Room carpet and furniture
- C-Wing corridor (100 level), C134 and C136
- Extracted and applied soil release to all seating in Arts and Science Building
- Extracted carpet (twice) and all seating in the A-Wing Lecture Hall
- Extracted all carpet in the Library and re-extracted after geothermal leak
- I-Wing 100 level carpet
- J-Wing 100 and 200 level offices and corridors
- West Quad classrooms affected by leak (three classrooms)
- Upper G-Wing carpeting, common area and G208 meeting room

### **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 FPC projects such as the ongoing main campus-wide HVAC cooling tower, Aquifer Thermal Energy Storage, F-Wing Overbuild, Academic Exterior and main campus fire suppression projects.

### **Compliance**

Plant Management continues to oversee many of the compliance requirements of the College to ensure the safety of the College community. In conjunction with the academic fire suppression



project and as part of the critical emergency circuitry, Assistant Director **DONALD WOOLSLAYER** pursued and obtained both inspection and final certification for all academic building elevator emergency systems.

With recent changes in State compliance filing requirements, Assistant Engineer **CRAIG RUGGLES** is working with the College's licensed water purveyor, the analytical water sampling/testing laboratory and DEP officials to update potable water system information.

New fire suppression sprinkler systems installed throughout buildings A-Wing to the PAC passed their initial inspection. **ALBERT AMODIO, WILLIAM STEWART, HAROLD HAGAR, MILTON DAVIS, NICHOLAS NIGRO and JAMES EAST** attended training/walkthrough sessions for new locations and operations of the systems.

A new PEOSHA inspection on November 2, 2005, by inspector John Powers by the NJ Department of Labor found no violations in or around the campus thanks to the continued diligence on the part of many Plant Management employees.

Successful life safety annual testing inspection and flow testing of the campus fire pumps and fire hydrants was completed in November as required by State mandate.

### **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:

Fall Faculty Conference .....	9/1
All campus picnic .....	9/2
Gorilla Gathering Karaoke .....	9/6
Bonfire at Lakeside Center for College Center.	9/8
Day of Remembrance .....	9/8 for 9/11
Reception for New Faculty .....	9/9
Greek Fair.....	9/12 -9/15 in Galleries A-D
Pre Columbian Pop Mexican Culture .....	9/14
Unity Week BBQ & Comedy Show .....	9/15
Unity Week Speaker in A-Wing .....	9/16
Dare to Lead Conclave .....	9/17
Red Cross Drive A-Wing by Martha McGinnis	9/28 & 29
Club Fair in J/K/M-Wings .....	9/27-9/29
Pop Lloyd Celebration.....	9/30
Fall Admissions Decision Day .....	9/30
Open House (Fall) .....	9/2
Public Health Fair/Aids Walk.....	9/2
Drive-In Movie.....	9/6
Career Fair .....	9/6
Scholarship Reception .....	9/7
Osprey Ball .....	9/7
Homecoming Weekend .....	9/7-10/9
ZTA / Stockton Car Show .....	9/9
Homecoming Alumni Events.....	9/8 & 9/9

Harvest Fest SAVE event .....	9/20
Zeta's 4 <sup>th</sup> Annual Walk for Life .....	9/23
Phi Beta Sigma Dance Party .....	9/28
Meet the Candidates.....	9/27
Peer Education Lolla Nobooza Dance .....	9/27
Aviation Research Park Ceremony .....	9/28
Galloway Council Debate.....	9/29
Haunted Trail After-Party .....	9/31
Los Latinos Unidos Founders Day .....	9/1
New Jersey Charitable Campaign Breakfast....	9/2
Closing Program for Multicultural Month .....	9/9
Open House .....	9/10
Ida E. King Lecture .....	9/10
Fall Admission Decision Day.....	9/11
Latino Visitation Day .....	9/17

### **Staff Training**

Twelve employees from the Electrical and HVAC Sections of Plant Management and **TOM LANG** from Facilities Planning & Construction attended Course #104; Control of Hazardous Energy (Lock out/tag out program) conducted by the New Jersey Department of Labor, Division of Public Safety and Occupational Safety and Health on October 14, 2005. The course was taught by Instructor Thomas Mahan.

Seven employees from the Carpentry, Custodial and HVAC Sections of Plant Management along with **DENNIS LEPORE** from the Stockton Police Department attended a "Moldy Building Seminar" at the Middlesex Fire Academy, sponsored by Rutgers University on November 2, 2005. They reported this course to be especially informative and helpful in light of today's environmental concerns about mold in buildings.

**HAROLD HAGAR**, Plumber/Steamfitter, received a Continuing Education Completion Certificate for 2003 International Mechanical Code Fundamentals on September 9, 2005. This training, sponsored by the New Jersey Department of Community Affairs and conducted at the Rutgers University Center for Government Services, will enable the College to meet the requirements to renew its annual construction permit in the plumbing discipline.

**RAYMOND LAURIELLO**, Electrician, also received a Continuing Education Completion Certificate for 2005 National Electrical Code Update on September 9, 2005. This course, also sponsored by the New Jersey DCA at Rutgers, will meet the College's annual construction permit requirement in the electrical discipline.

C.E.R.T. (Community Emergency Response Team) Training Topic – Fire Safety & Search/Rescue: Plant Personnel **EDWARD CARTY, ROBERT HAVILAND, ROBERT MERLOCK, DAVID ROESCH, CRAIG RUGGLES** and **JOSIE STALLING** volunteered for the training in order to be prepared to respond and assist in an emergency.

## **PRESIDENT'S OFFICE**

### **OFFICE OF CORPORATE RELATIONS**

**ARTHUR A. DAVIS, JR.**, and **PROFESSOR, DR. KENNETH HARRISON**, Employees Charitable Campaign Co-Chairpersons lead a team of Stockton committee members commenced the State of New Jersey 2005 Employees Charitable Campaign (ECC) on November 2, 2005. The Campaign Kick-Off Breakfast session began at 7:00a.m., in which pledge cards were distributed for the night shift staff as the guest speaker was Officer Carlton Fernanders as he spoke about his experience of his deployment in New Orleans from Hurricane Katrina. The session at 10:00a.m., began with a welcome by **PRESIDENT HERMAN J. SAATKAMP, JR.** ECC State Chairman. There were several guest speakers from various state agencies and affiliations. The high point of the morning centered around the honoring of two special individuals as Stockton Hometown Heroes, **MS. BARBARA REYNOLDS** from Free – To Be Day Care Center and **MS. JOSIE STALLING** from the Office of Plant Management.

**STEPHEN DAVIS**, President of the Council of Black Faculty & Staff held their 24<sup>th</sup> Annual Awards Dinner and Dance on November 3, 2005 with to **MELVIN GREGORY**, Assistant Director of Admissions and honored distinguished Alumni, Ms. Robin L. Moore and Mr. Nicholas A. White. Celebration was held at The Sounds of Philadelphia in Atlantic City, New Jersey. The event was a huge success and approximately 300 people were in attendance. Special thanks to the Council's Executive Staff: **MR. PEDRO SANTANA**, First Vice President; **Mr. Brian K. Jackson**, Second Vice President; **MRS. PATRICIA W. COLLINS**, Treasurer, **Mrs. VIVIAN TOLLIVER**, Recording Secretary, **Ms. YUBI PENA**, Corresponding Secretary and **Mr. G. LARRY JAMES**, Parliamentarian.

### **OFFICE OF THE PRESIDENT**

**BRIAN K. JACKSON**, Executive Assistant to the President, presented a workshop titled, "The Art of Networking...Learning How to Market Yourself" on November 10, 2005. The workshop was the third in a 3-part series titled "The Loop" and was organized by The Stockton Chapter of Alpha Phi Alpha, Fraternity, Inc. and Unified Black Student Society.

## **STUDENT AFFAIRS**

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

The Stockton men's soccer team, coached by **JEFF HAINES**, Coordinator of Soccer Operations, concluded the 2005 regular season with a 12-5-1 overall record. The Ospreys qualified for the New Jersey Athletic Conference tournament as the fourth seed, but they were eliminated in the first round with a 3-2 loss to New Jersey City University.

The Stockton volleyball team, coached by **ERIC ILLJES**, ended the 2005 regular season with a 25-7 record. The Ospreys reached the 25-win mark for the second consecutive year and sixth time in

school history. Stockton qualified for the New Jersey Athletic Conference tournament as the third seed and advanced to the NJAC semifinals with a victory over Kean University.

The Stockton women's soccer team, coached by **NICK JUENGERT**, wrapped up the 2005 regular season with a 7-9-2 overall record. The Ospreys qualified for the New Jersey Athletic Conference tournament as the fourth seed and advanced to the NJAC semifinals 3-2 on penalty kicks after a 1-1 tie against Montclair State University.

The Stockton field hockey team, coached by **AIMEE SEWARD**, concluded the 2005 season with a 7-10 overall record and a 2-4 mark in the New Jersey Athletic Conference. The Ospreys upset 11<sup>th</sup>-ranked Montclair State University 2-1 on October 1 and established a new standard with seven victories after winning six games in each of their first two seasons of intercollegiate competition.

The Stockton women's tennis team, coached by **PHIL BIRNBAUM**, ended the 2005 season with a 6-2 overall record and a 3-2 mark in New Jersey Athletic Conference matches. In addition to the eight dual matches, the Ospreys also competed in the Intercollegiate Tennis Association (ITA) Northeast Regionals and the New Jersey Association of Intercollegiate Athletics for Women (NJIAIW) tournament.

The Stockton cross country teams competed in eight meets through October 31. The men's team, coached by **BILL PRESTON**, Coordinator of Cross Country and Track & Field, won the Belmont Classic on October 1. The women's team, coached by **JASON CAPELLI**, won the William Paterson Invitational on September 10 for its first meet victory since the 2001 season. Both teams finished third at the New Jersey Athletic Conference championships, which were held on the Stockton campus on October 29.

Freshman **Amanda Burkart** was named the NJAC Volleyball Rookie of the Week on September 27. Freshman **Ray Nelson** was named the NJAC Men's Soccer Rookie of the Week on September 27. Senior **Whitney Verduin** was named the NJAC Volleyball Player of the Week on October 4 and October 24. Junior **Caitlin Nolan** was named the NJAC Field Hockey Defensive Player of the Week on October 4 and October 18. Freshman **Samantha Horner** was named the NJAC Field Hockey Rookie of the Week on October 4. Sophomore **Dan Kroslin** was named the NJAC Men's Soccer Defensive Player of the Week on October 4. Senior **Stacey Chabot** was named the NJAC Women's Soccer Offensive Player of the Week on October 4. Freshman **Alex Rogers** was named the NJAC Women's Soccer Rookie of the Week on October 10 and October 24. Sophomore **Domenick Raimo** was named the NJAC Men's Soccer Offensive Player of the Week on October 17. Freshman **Christine Aletras** was named the NJAC Volleyball Rookie of the Week on October 17 and October 31. Junior **Kristin Tukel** was named the NJAC Women's Tennis Player of the Week on October 24 and October 31. Freshman **Christa Phillips** was named the NJAC Women's Tennis Rookie of the Week on October 31.

**G. LARRY JAMES**, Dean of Athletics and Recreational Programs and Services, and **Bill Preston**, Coordinator of Cross Country/Track & Field, presented the program "Athletes and College Admissions: What Do Colleges and the NCAA Require?" at the National Association for College Admissions Counseling at the Atlantic City National College Fair held at the Atlantic City Convention Center on November 3.

## **OFFICE OF CAREER SERVICES**

**The Office of Career Services** hosted its annual Fall Career and Internship Fair, which was held in the I-Wing Gymnasium on October 6. Ninety-two employers representing the business, government and non-profit sectors participated, and 676 students attended. **WALTER L. TARVER III**, Assistant Director of Career Services, coordinated the event.

Career Services and the New Jersey Department of Labor and Workforce Development co-sponsored "Understanding the Federal Hiring Process," a workshop comprised of panel presenters from five major federal-government agencies. More than 93 students attended this workshop, which was coordinated by **CHRISTINE RAINIER**, Workforce Development Campus Representative, and **CORA PERONE**, Assistant Director of Career Services.

**RALPH VIVIANO**, Director of Career Services, assisted in the organization of the South Jersey Pharmaceutical and Medical Technology Industry Alliance Fall Conference, which was hosted at the College on October 7. **DR. HERMAN J. SAATKAMP**, President, gave the welcoming remarks.

**Walter Tarver** was recently appointed Chairperson of the Entertainment Committee for the 2006 Eastern Association of Colleges and Employers Annual Conference, which will be held in Norfolk, VA.

**Walter Tarver**, co-advisor of the new student organization Men Achieving Leadership, Excellence and Success (M.A.L.E.S.), accompanied 12 student volunteers to the Egg Harbor Township Community Food Bank to box food for distribution during the holiday season.

## **OFFICE OF THE COLLEGE CENTER**

**The Office of the College Center** sponsored a drive-in movie on October 6 as part of Stockton's Homecoming festivities. Inclement weather forced the event into the Sports Center where 125 students enjoyed free concessions while watching the box office blockbuster *Batman Begins*. The first 75 students to arrive received free stadium blankets.

**The Office of the College Center** encouraged school spirit by providing more than 100 free t-shirts to students and guests attending Homecoming festivities on October 8. The t-shirts were in celebration of Richard Stockton's 275<sup>th</sup> birthday and provided historical information about Richard Stockton on the back of the shirt.

The Thursday night N-Wing movie series continues to attract students. Thursday, October 20, 2005, was a special night with a showing of *Charlie and the Chocolate Factory*. A drawing for prizes, such as gift certificates to a local restaurant and movie tickets, was conducted at the conclusion of the movie. Fifty-one students attended.

Students were provided an opportunity to participate in an online survey relating to the new college center from October 18–28. More than 1,000 students participated in the survey. The Office of the College Center provided free t-shirts with a focus on the future theme to the first 500 students to respond.

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

**DR. THOMASA GONZALEZ**, Interim Dean of Students, was the keynote speaker for the Los Latinos Unidos "Founders Day Celebration" on November 1, 2005. Dr. Gonzalez's address was entitled, "The History of Los Latinos Unidos at Stockton College."

**Dr. Thomasa Gonzalez** was invited by the Latino Greeks at Rowan University to give an address on the history of the Latino Greek movement on October 13, 2005.

The **Council of Black Faculty and Staff** sponsored the annual Scholarship Dinner on November 3, 2005, at the Sound of Philadelphia within the Quarter at the Tropicana Hotel in Atlantic City. Under the leadership of **STEPHEN DAVIS**, Interim Associate Dean of Students and President of the Council, and the executive cabinet, the event was great success with record attendance. **MELVIN GREGORY**, Assistant Director of Admissions, was awarded the 2005 Merit Award. **Robin L. Moore**, Principal, Galloway Township Middle School, and **Nicholas A. White**, President of the Richard Stockton College Alumni Association, were each awarded the 2005 Distinguished Alumni Achievement Award.

The **Office of the Dean of Students** sponsored a judicial training program on November 18, 2005. Joe Mulligan, Assistant Dean of Students at Rowan University, presented on housing judicial processes and incorporating the educational value throughout the process.

The **Campus Hearing Board** conducted its annual orientation program on October 11, 2005. Faculty, staff and students offered strong support in attendance. An overview of judicial procedures was presented as was a summary case data for academic year 2004. Board members affirmed their interest in further judicial training through mock hearings and moderator training.

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

On May 24, 2005, the U.S. Department of Education released a Notice of Implementation announcing that all educational institutions receiving federal funding must provide an educational program pertaining to the United States Constitution on September 17 of each year...commemorating the September 17, 1787, signing of the Constitution. The **Office of the Provost** and the **Division of Student Affairs** worked together to schedule events for Stockton's first Constitution celebration. Some of the events included:

- September 15: Panel Discussion, PANEL DISCUSSION Privacy and the Constitution, From Abortion Rights to Sexual Orientation
- September 17: Constitution Day, opening with a keynote speech by **DR. JOSEPH MARCHETTI**, Vice President for Student Affairs
- September 19: Video Presentation, Justice Talking, Conversation with Supreme Court Justices Sandra Day O'Connor and Stephen Breyer about the Constitution
- October 1: Bus Trip to the National Constitution Center Sponsored by the **Office of Housing and Residential Life**
- In addition, voter registration workshops were conducted by **MARY ANN TRAIL**, Public Services Librarian/Associate Professor, in the Library and a video series was organized by **ROBERT WICKWARD**, of Media Services on the Stockton Channel.

Complex directors **CHRISTOPHER WILLIS**, **IMANI MOVVA** and **STEVEN RADWANSKI** attended the Annual Professional MACUHO Conference at the Split Rock Resort in Lake Harmony, Pennsylvania, November 8–11, 2005.

Complex directors **CHRISTINA KING** and **ALEX PAGNANI** chaperoned several student staff members to the Stony Brook Annual RA Conference at Stony Brook University on November 12, 2005.

**ELAINE GRANT**, Director of Housing and Residential Life, attended the 2005 North Atlantic Region District Meeting of Soroptomist International at Georgian Court College in Lakewood, NJ, on October 15, 2005. The group's main focus is to provide the best for women and girls primarily through scholarship money and the Women's Opportunity Award.

**JOHN DAVIS**, Assistant Director of Housing and Residential Life, **GLENN MILLER**, Chief of Police, **LUANN ANTON**, Health Educator, and **CHRISTOPHER WILLIS**, Complex Director, worked together to present Stockton's National Alcohol Awareness Week Programs:

- Week of October 24–29, 2005: *Bulletin Board Contest Display*
- October 24: *Hero Campaign Speaker and Dyana's Presentation and Alcohol 101*
- October 25: *Coffee House and Sexual Awareness and Alcohol*
- October 26: *T.I.P.S. Certification Course and Fatal Vision*
- October 27: *Drive-In Movie "The Island" and Lolla Nobooza (games, costume contest, DJ, food and prizes!)*
- October 28: *Make-it and Take-it Haunted Houses and Haunted Comedy Jam*
- October 29: *Haunted Halloween Jam (food, games, and prizes for best costume!)*

#### **OFFICE OF STUDENT DEVELOPMENT**

**THOMAS O'DONNELL**, Director of Student Development, hosted a visit from Dr. Minho Yeom, Chonnam National University, South Korea, on November 14, 2005. Dr. Yeom and four of his staff members visited the **Office of Student Development** to obtain information about programs offered including ULTRA, the Undergraduate Learning, Training and Awareness Program, Stockton's co-curricular transcript program. Dr. Yeom and his delegation also met with **President Saatkamp**.

#### **WELLNESS CENTER**

**FRAN BOTTONE**, Interim Director of Counseling and Health Services, and **CAROL QUINN**, Program Assistant of the Wellness Center, attended a workshop at Ocean County College. Key speaker was Jeanne Kincaid, Esq., and the topic was "The Impact of IDEA Changes on the Transition to Postsecondary Education."

The Wellness Center sponsored a workshop/training for faculty and staff on Monday, October 24, 2005, in the Townsend Residential Life Center. The topic was "Sexual Assault" and the key speaker/trainer was Lois Worth of Atlantic County Women's Shelter.

**LUANNE ANTON**, Health Educator, and **AARON MILLMAN**, Assistant Director of Counseling Services, attended the National Conference on Sexual Assault in Our Schools in Orlando, Florida, October 19–21. Four peer-educators students accompanied them. The conference generated much discussion and thought on topics such as *What is sexual assault?*, *How to recognize consent*, *Ways to intervene*, *cultural violence*, *men teaching men*, and other aspects of preventing sexual violence.

The students gained many ideas about teaching fellow students, as well as ideas for on-campus workshops. A brief presentation was made at the last Student Senate meeting thanking the senate for approving the supplemental that allowed the students to attend and acknowledging the value of the conference.

**JOANN GARCIA-WARREN**, Assistant Director of Counseling Services and ZTA, coordinated a breast cancer awareness speaker for sororities on campus on October 26, 2005. Linnea Brown, Breast Health Coordinator from AtlantiCare Regional Medical Center provided information on breast cancer awareness and prevention.

**Aaron Millman** and **JoAnn Garcia-Warren** provided training for the peer educators on September 30, 2005, and October 1, 2005.

**Luanne Anton**, **Aaron Millman** and the **peer educators** coordinated Lolla-no-booza, an alcohol-free Halloween Party honoring Alcohol Awareness Month on October 27, 2005.

Approximately 200 students attended the dance party extravaganza. Most students came in costume, coinciding with the Halloween costume theme. Music, great food, dancing, and a mocktail contest added to the fun event showing students that one can have a great time without the need for drugs or alcohol. Additionally, \$100 was also raised for the Katrina relief fund.

**Aaron Millman** and the **Wellness Center Staff** sponsored the National Depression Screening Day on October 6, 2005. New to this year's program was a Mental Health Awareness Fair showcasing various local social service agencies. That same evening Alison Malmom of Active Minds spoke on the subject of suicide prevention and the benefits of mental health awareness on college campuses.

On October 27, 2005, **PATRICK SHIELDS**, M.A., CAC the Coordinator of the Alcohol/Drug Prevention Program, attended a seminar in Cherry Hill about *Psychiatric Emergencies*. The day-long event dealt with the assessment and management of a person in crisis.

The "Stay Safe and Graduate" Traffic Safety and Alcohol Awareness program is underway this semester. Program Coordinator **Patrick Shields** received the Traffic Safety Grant that enables this program to educate our campus community and to also inform the surrounding community through visual and verbal media.

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

**DR. JOSEPH MARCHETTI**, Vice President for Student Affairs, attended the 2005 Assessment Institute at Indiana University—Purdue University Indianapolis, October 23–25. The program provided opportunities to learn and practice assessment methods and techniques. In addition to workshops, participants experienced in-depth learning opportunities from scholars and practitioners with successful assessment initiatives, many of whom regularly serve as consultants at colleges and universities across the country.

## **Southern Regional Institute (SRI) and ETTC**

**DR. HARVEY KESSELMAN**, CEO of the Southern Regional Institute and ETTC attended a meeting of the Facilities Committee of the Higher Education Student Assistance Authority (HESAA) in



Trenton on October 19. **Dr. Kesselman** assisted in the development of a timeline and process for the acquisition of a new facility to house the Authority. In other business, HESAA representatives approved the budget policy statement and request for student financial aid in New Jersey for the 2006-2007 academic year.

**Dr. Kesselman**, in cooperation with former New Jersey Commissioner of Education Vito Gagliardi and the Monmouth-Ocean Educational Services Commission (MOESC), has helped to launch a new professional development initiative in response to New Jersey Administrative Code requiring that all Boards of Education provide annual in-service training to all school personnel concerning child abuse/child neglect. Utilizing an online workshop created by MOESC, **Dr. Kesselman** has been instrumental in the development of a mechanism to provide this programming to school districts participating in the SRI/ETTC Consortium and has served as moderator for group presentations of the workshop in both Atlantic and Cape May Counties.

On November 2, 2005, **Dr. Kesselman** delivered a presentation at Oakcrest High School entitled "Navigating Through College Admissions, Financial Aid and NCAA Athletics Rules and Regulations". The program was attended by nearly 200 high school juniors, seniors and their parents.

**PATRICIA WEEKS, Director of the Southern Regional ETTC** attended a meeting of the New Jersey State Technology Integration Project on September 30, 2005 held in Jamesburg, NJ. The goal of the project is to create an state-wide assessment tool to determine if students in New Jersey are meeting the state standards in technology. Ms. Weeks has been assigned to work with 2 of the 18 districts participating in the pilot project and will help them develop and test a performance-based technology assessment tool in the curriculum area of social studies.

**Ms. Weeks** traveled to Harrisburg, Pennsylvania from November 1-3, 2005 to attend the Partners in Distance Learning (PDL) Fall Training Conference. The PDL is a consortium of public and private (K-12) schools (mostly rural & inner city) and universities, museums, art centers, and agencies committed to offering high-quality distance learning opportunities at costs affordable to economically disadvantaged schools. The conference offered a showcase of some of the exemplary programs currently under development by PDL as well as opportunities to explore open source software that can be used to create online programming.

**Ms. Anne Borger, Associate Director of the ETTC** attended a three-day retreat of the Partners in Distance Learning (PDL) Executive Board from October 5-7, 2005. Participants at the retreat explored platforms that could be used to share effective instructional strategies and unique teaching possibilities with educators throughout the tri-state region.

The **Southern Regional Institute and ETTC** welcomes two new consortium members this month - Lakewood School District in Ocean County (5,340 students) and the Holy Family School in Lakewood, NJ (427 students). The total number of SRI/ETTC Consortium members is now 77 representing approximately 100,000 preK-12 students.

Office of the Provost

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THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

**Memorandum**

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

**From:** David L. Carr, Provost and Executive Vice President

**Date:** November 29, 2005

**Regarding:** Sabbatical Recommendations (Information item for December Board of Trustees Meeting; Personnel Action item)

Deans' Council has accepted the recommendations of the faculty Research and Professional Development Committee as to the Sabbatical Awardees for the upcoming year, and has sent the recommendation forward to me. You will notice that we have 13 semesters of sabbaticals awarded, following the revised allocation of the state. In the recent past we have had only 8 terms of sabbaticals to award.

I join the Deans Council in requesting that the attached group of Sabbaticals be awarded.

If you agree with my recommendation, then this item should go forward to the Board of Trustees as an information Item at its December 2005 meeting, and should be part of the Personnel Actions at that same session.

cc: Professor Janice Joseph, R&PD Committee chair  
Beth Olsen, Director of Grants Development

November 22, 2005

Dr. Carr:

The R&PD committee met on November 22, 2005 to evaluate the applications for sabbatical. All members of the committee were present and every proposal was given full consideration. Based on our discussions, the committee recommends the following:

Name	Title of Project	Semester(s)	Will be Taken
Frank Cerreto Jung Lee	Beliefs and Practices of Teachers Educators and Pre-service Mathematics Teachers in Republic of Korea regarding Integration of Technology in Mathematics Education	1 each (2)	Spring 2007
Stewart Farrell	Storm Vulnerability Assessment of New Jersey's Dune System	2	Fall 2006- Spring 2007 or Spring 2006 and Fall 2007
Paul Lyons	Teaching about American Conservatism	1	Spring 2007
Ed Paul	A Model of Chemical Mechanical Polishing: The Final Piece of the Puzzle	2	Fall 2006- Spring 2007
Linda Smith	Natural Habitat and Biodiversity on Farmlands	2	Fall 2006- Spring 2007
Henry van Kuiken	Creative Research in Dance History, Costume History and Costume Design	1	Spring 2007
Ralph E. Werner	Visiting Professor of Veterinary Physiology and Advisor at St. George's University School of Veterinary Medicine	1	Spring 2007
Wendel White	Schools for the Colored	2	Fall 2006- Spring 2007

Janice Joseph

Office of the Provost

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THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

**Memorandum**

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

**From:** David L. Carr, Provost and Executive Vice President

**Date:** November 29, 2005

**Regarding:** R&PD "mini-round" awardees (Information item for December Board of Trustees Meeting)

Deans' Council has accepted the recommendations of the faculty Research and Professional Development Committee as to the R&PD "mini-round" awards, and has sent their recommendation forward to me.

I join them in requesting that the attached group of awards be approved.

If you agree with my recommendation, then this item should go forward to the Board of Trustees as an information Item at its December 2005 meeting.

cc: Professor Janice Joseph, R&PD Committee chair  
Beth Olsen, Director of Grants Development

November 22, 2005

Dr. Carr:

The R&PD committee met on November 22, 2005 to evaluate the Mini-Grant Applications. All members of the committee were present and every proposal was given full consideration.

The total request was \$9,936.65 and the Committee granted awards in the sum of \$5,131.65

Based on our discussions, the Committee recommends the following:

<b>Name</b>	<b>Title</b>	<b>Amount</b>
Vincent Cicirello	A Feasibility Study on the Integration of Mobile Robot Programming into CSIS 4463 Artificial Intelligence"	\$718.00
Marissa Potchak (Levy)	Crime Prevention Assessment: Photographs and GPS for Identification and Mapping of Crime Locations and Crime Prevention Measures	\$1,322.00
Shanthi Rajaraman	A Novel Direct Synthesis of 2- Nitroimidazole Analogs	\$1,091.65
Christine Tartaro	Presenter for a Corrections Panel at the 2006 Annual Academy of Criminal Justice Sciences Conference	\$1,000.00
Roger Wood	Field Research on the Longevity of a Natural Population of Diamondback Terrapins in key West National Wildlife Refuge, Florida	\$1,000.00

Janice Joseph

Division of Student Affairs  
Office of the Dean of Students

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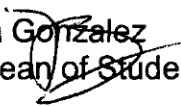
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THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

MEMORANDUM

November 17, 2005

TO: Herman J. Saatkamp, Jr., President

FROM:  Thomasa Gonzalez  
Interim Dean of Students

SUBJECT: Board of Trustees Materials

I request that the following information be included in the Board of Trustees materials for December 7, 2005.

The Stockton Board of Trustees Fellowships for Distinguished Students program has awarded one \$1000 fellowship to a Stockton student for a project of a research and/or creative nature. This program is in its twentieth year and is an important part of the college's year-round emphasis on academic excellence and the fostering of effective partnerships between students, faculty, and the community.

Members of the selection committee included:

Faculty - Nada Jevtic

Staff – Thomasa Gonzalez  
Debi Dagavarian  
John Smith

Students – Jessica Mattice  
Andy McCrosson

Board of Trustees – Jon Furtado, Student Representative

Recipient for the Winter break/Spring semester funding period are:

**Paul M. Porter, Jr.**, a senior mathematics major, a \$1000 fellowship for a study of the Poincaré Conjecture.

Thank you for your assistance. Please contact me if you require any additional information.

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**RESOLUTION**

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE RICHARD STOCKTON COLLEGE OF NEW JERSEY APPROVING THE FINANCING OF TAX-EXEMPT OR TAXABLE BONDS WITH THE NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY; APPROVING THE CONSTRUCTION AND FINANCING OF VARIOUS CAPITAL PROJECTS; APPROVING THE FORM OF AND AUTHORIZING THE EXECUTION AND DELIVERY OF THE LEASE AND AGREEMENT(S) AND ALL OTHER NECESSARY DOCUMENTS; AND AUTHORIZING CERTAIN OFFICERS OF THE RICHARD STOCKTON COLLEGE OF NEW JERSEY TO DO ALL THINGS DEEMED NECESSARY OR DESIRABLE IN CONNECTION WITH THE FINANCING AND THE ISSUANCE BY THE NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY OF ITS REVENUE BONDS, THE RICHARD STOCKTON COLLEGE OF NEW JERSEY ISSUE AND THE LOAN OF THE PROCEEDS THEREOF**

- WHEREAS,** the Board of Trustees of The Richard Stockton College of New Jersey (the "Board") desires to approve the acquisition, construction and equipping of Student Housing V Phase I and the Parking Structure 1 (the "Project"); in an amount not to exceed \$28,000,000 (see Project Priority # 1 attached), excluding all related financing costs (the "Project Costs")and
- WHEREAS,** the College has determined that the Project will assist in serving the needs of its students and in the operation of the College; and
- WHEREAS,** the Board desires to approve the revised Project Priority # 1 and Priority # 2 as attached hereto; and
- WHEREAS,** the College has further determined that the financing for the Project and the Project Costs should be accomplished by the issuance of tax-exempt and/or taxable bonds of the Authority, through a financing structure deemed by the President upon the advice of the Vice President of Administration and Finance, and with the approval of the Finance Committee of the Board to be most beneficial and advantageous to the College, said structure to be secured by a lease and agreement(s) (the "Agreement") and desires to authorize appropriate officers of the College to take all action necessary to accomplish the financing of the Project and the respective Project Costs; and
- WHEREAS,** the College is authorized to convey to the Authority, as applicable, certain parcels of land on the College campus upon which any portions of the Project are to be located; now therefore be it

**RESOLVED BY THE BOARD OF TRUSTEES OF THE RICHARD STOCKTON COLLEGE OF NEW JERSEY AS FOLLOWS:**

- SECTION 1.** The Board hereby approves the construction of the Project and financing of the Project through the Authority, in an amount not to exceed \$28,000,000 and the related Project Costs.
- SECTION 2.** The Board hereby authorizes the President upon the advice of the Vice President of Administration and Finance, and with the approval of the Finance Committee of the Board, to determine and proceed with a financing structure deemed most beneficial and advantageous to the College.
- SECTION 3.** In order to finance the Project and the related Project Costs, the Board hereby authorizes the Board to enter into an Agreement between the Authority and the Board, which Agreement shall secure repayment of the bonds to be issued by the Authority to finance the Project and the Project Costs.
- SECTION 4.** The Agreement, in substantially the form to be provided, with such changes, omissions, insertions and revisions as shall be approved by the Authority and the hereinafter-authorized officers of the College are hereby approved. The Chairperson, Vice Chairperson, President, and the Vice President for Administration and Finance (the "Authorized Officers") are hereby authorized and directed to execute the Agreement in the name of and on behalf of the Board, in as many counterparts as may be necessary, and to affix or impress the official seal of the College thereon and to attest the same. Such execution and attestation to be conclusive evidence of the approval of the form and content of such Agreement.
- SECTION 5.** The Authorized Officers, are hereby authorized and directed to execute, deliver and approve any and all such other agreements, documents, certificates, directions and notices and to do and perform such acts and to take such actions as may be necessary or required or which the Authority may deem to be appropriate to implement the purposes of this resolution, to consummate the Project and the financing of the Project and the Project Costs by the Authority, and to effectuate the execution and delivery of the Agreement, and any other documentation necessary to effectuate the Project, or the financing of the Project and Project Costs by the Authority. Any Authorized Officer is hereby authorized and directed, for and on behalf of and in the name of the College to attest and deliver said documentation and to affix the seal of the College to said documentation. Such execution and attestation to be conclusive evidence of the approval of the form and content of such documentation.
- SECTION 6.** The Authorized Officers are hereby authorized and directed to execute any documents and take any action that may be necessary for the conveyance of any interest in certain parcels of land at the College, as applicable, on which any portions of the Project are to be located.
- SECTION 7.** The Board hereby approves the submission to the legislature for the acquisition, construction and/or financing of any of the non-revenue producing projects (see attached project lists 1 and 2).
- SECTION 8.** The Board hereby approves the revised Project Priority List # 1 and Priority List # 2 attached hereto.



**SECTION 9.** All resolutions, orders and other actions of the Board in conflict with the provisions of this Resolution to the extent of such conflict are hereby superseded, repealed or revoked.

**SECTION 10.** This Resolution shall take effect immediately.

This Resolution was passed by a majority of a quorum of the Board of the Trustees of The Richard Stockton College of New Jersey on December 7, 2005 and no further approvals are necessary to implement this Resolution.

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Dr. Clarence C. Hoover, III, Vice Chair  
Board of Trustees  
The Richard Stockton College of New Jersey

December 7, 2005

**BOND ISSUES**  
**Project Priority List (As of 12/07/05)**

**Priority # 1 List:** **Estimated Cost**

**Costs Financed with the Series 2005 C Bond Issue which Closed in March 2005:**

- |    |  |                     |
|----|--|---------------------|
| 1. | <b>F-Wing Extension and Renovation</b><br>This project somewhat alleviates a severe shortage of square footage/FTE recently identified by Hillier Associates in the Master Plan College comparisons. The project also addresses a severe shortage of faculty offices which causes faculty to double up in confined spaces. | <b>\$14,000,000</b> |
| 2. | <b>Housing I Interior Repairs</b><br>This project consists of repairing and upgrading the interior of Housing I over an extended period of time.   | <b>\$ 7,680,000</b> |
| 3. | <b>Verizon Building Purchase &amp; J-Wing Renovation</b><br>The project consists of the purchase of the Verizon Building (approximately 13, 286 sf) and the subsequent renovation of 4,650 NSF in J-Wing.  | <b>\$4,000,000</b>  |
| 4. | <b>Electrical Power Improvements</b><br>This project consists of the installation of a second source of power to the College and installment of an emergency generator for the telecommunications center and central computer center.  | <b>\$ 890,000</b>   |

**Estimated Total:** **\$26,570,000**

**Priority # 1 List (Continued):** **Estimated Cost**

**Costs to be Financed with Proceeds of a Bond Issue to be Sold in 2006:**

- |    |   |                     |
|----|---|---------------------|
| 1. | <b>Housing V Phase I</b><br>This project consists of the construction of an on campus 244 bed housing unit for the College's residential students.                                  | <b>\$18,000,000</b> |
| 2. | <b>Parking Structure 1</b><br>This project consists of a four-story facility to provide parking for 325 cars. This project also includes the construction of two (2) tennis courts. | <b>\$10,000,000</b> |

**Estimated Total:** **\$28,000,000**

**BOND ISSUES**  
**Project Priority List (As of 12/07/05)**

***Priority # 1 List (Continued):*** ***Estimated Cost***

**Costs to be Financed with a Future Bond Issue**

<b>1.</b>	<b>Housing I Site Improvements</b> This project consists of reconstructing the Housing I courtyards including concrete, entrances, lighting and landscaping.	<b>\$ 3,002,000</b>
<b>2.</b>	<b>Athletic Field &amp; Parking</b> Two irrigated athletic fields with lighting, parking, restrooms, and storage will be constructed adjacent to the existing baseball/softball fields along Port Republic Road.  The existing athletic field adjacent to Parking Lot #4 will be paved, and will provide parking for 250 cars. This project includes a storm water retention system. A new entrance/exit to Vera King Farris Drive will also be constructed.	<b>\$ 1,500,000</b>  <b>\$ 530,000</b>
<b>3.</b>	<b>Site and Roadway Improvements</b> This project consists of installation of a traffic signal and left turn lane at the College's main entrance on Jimmie Leeds Road, the paving of Louisville Road, resurfacing of three (3) 32-year old parking lots, expansion of parking lots at Housing I and the Police/Maintenance Facility, repair of walkways, improvement of site lighting and the construction of turn lanes at parking lot entrances.	<b>\$ 3,800,000</b>
<b>4.</b>	<b>New College Center</b> The College Center will be approximately 110,000 gross square feet. It will include food service facilities, event facilities, lounges, student and College Center offices, meeting rooms, dining facilities, a small theater, and facility support facilities.	<b>\$52,000,000</b>
<b>5.</b>	<b>E &amp; G-Wing Renovations</b> When the new College Center is occupied the existing G-Wing facility will be renovated into a bookstore and academic support facilities. The existing E-Wing bookstore facility will be renovated to support academic programs.	<b>\$ 4,383,000</b>
<b>6.</b>	<b>Energy Conservation Projects</b> These projects consist of two major energy conservation projects: the installation of an Aquifer Thermal Energy Storage System and a 1.6 mega watt Wind Turbine. These projects will save the College an estimated \$350,000 annually in energy costs and reduce pollution	<b>\$ 3,500,000</b>
<b>Estimated Total:</b>		<b><u>\$68,715,000</u></b>

**BOND ISSUES**  
**Project Priority List (As of 12/07/05)**

**Priority # 2 List:**

**Estimated Cost**

**Financing to be Determined**

- |    |  |              |
|----|--|--------------|
| 1. | <b>New Science Building</b><br>This science building will be a four-story facility consisting of 151,846 gross square feet to provide facilities to support the College's science programs. It includes wet and dry teaching laboratories, wet and dry research laboratories, classrooms, computer laboratories, support facilities including a vivarium and greenhouse, chem and general storage, storage facilities, shop support, prep rooms, etc. to support the natural sciences and mathematic programs. The budget includes site work, fees, furnishings and equipment. | \$91,265,000 |
| 2. | <b>Parking Structure 2</b><br>This project consists of a four-story facility to provide parking for 700 cars.  | \$15,000,000 |
| 3. | <b>F &amp; B-Wing Renovations</b><br>The facilities vacated by the science facilities are approximately 35,000 gross square feet and will be renovated into academic facilities to support instructional programs and faculty offices.   | \$ 7,795,000 |
| 4. | <b>PAC Retrofit</b><br>This project consists of repairing, replacing and improving the Performing Arts Center.   | \$ 3,000,000 |
| 5. | <b>Swimming Pool Renovation</b><br>This project consists of renovating the swimming pool into a two-story academic building. It will also include a small addition.  | \$ 9,560,000 |
| 6. | <b>Swimming Pool/Sports Center Expansion</b><br>This project consists of completing an Olympic sized swimming pool adjacent to the existing athletic complex and expanding the athletic facility's main gymnasium to provide a new quarter mile indoor track and additional support facilities.  | \$12,000,000 |
| 7. | <b>Housing V Phase II</b><br>This project will provide for the construction of an on campus housing unit that will provide 244 beds for our residential students   | \$18,000,000 |

**Estimated Total:      \$156,620,000**

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES  
RESOLUTION**

**AUTHORIZING THE DISTRIBUTION OF A REQUEST FOR PROPOSAL  
FOR THE  
NACOTE CREEK ENVIRONMENTAL & MARINE SCIENCE FIELD STATION REHABILITATION  
AND UPGRADE**

- WHEREAS,** at the June 15, 2005 Board of Trustees meeting, the Board established that it will authorize distribution of all Request for Proposals (RFPs) which RFPs will also receive final review and approval by the President or his designee prior to distribution; and
- WHEREAS,** the President or his designee has approved the attached RFP and the Finance Committee of the Board of Trustees has reviewed and recommends approval by the Board of Trustees; and
- WHEREAS,** an RFP is necessary to procure the Professional Services for the Nacote Creek Environmental & Marine Science Field Station Rehabilitation and Upgrade, which will consist of a development and Scope of Work; now, therefore be it
- RESOLVED,** that the Board of Trustees authorizes the distribution of an RFP for the procurement of services including the design and planning related to the Nacote Creek Environmental and Marine Science Field Station Rehabilitation and Upgrade, subsequent to final review and approval by the President or his designee.

December 7, 2005

Division of Administration & Finance  
Office of the Vice President

Ph: 609.652.4381  
Fax: 609.652.0275



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Jimmie Leeds Road  
Pomona NJ 08240  
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THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

**DATE:** November 17, 2005  
**TO:** Herman J. Saatkamp, Jr., President  
**FROM:** Charles E. Klein, Interim Vice President *CEK*  
**SUBJECT: FACILITIES FEES RESOLUTION - ANNUAL REVISION**

Each December, the Board of Trustees establishes the usage fees for facilities and certain equipment for the coming calendar year. Attached is a copy of the facility usage fees for adoption by the Board of Trustees at the December 7, 2005 meeting.

Atg

Attachment

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

**REVISED (12/2/05)**

**COLLEGE FACILITY USAGE AND RESOURCE FEES FOR CALENDAR 2006**

- WHEREAS,** the Richard Stockton College of New Jersey Board of Trustees has the responsibility to set fees for use of College facilities, equipment, labor, and service; now therefore be it
- RESOLVED,** that organizations or groups may, subject to availability, use College facilities consistent with the requirements and policies of the College. The respective College Facilities Usage and Resource Fees including, but not limited to, space and equipment rental, service, labor and administrative fees to be charged during 2006 are as follows:

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**Note: facility names, fees and labor changes from 2005 are noted in *italics***

	<b>Three-Hour Block <u>Rate</u><sup>1</sup></b>	<b>Additional Hourly <u>Rate</u></b>
<b>I. GENERAL USE FACILITIES</b>		
<b>A. Academic Complex</b>		
1. Regular classroom	\$35.00	\$15.00
2. Lecture Hall (AS102, A-Wing, WQ103)	90.00	40.00
3. Use of Electronic Podium/Projector in these facilities	50.00	20.00
<b>B. College Center (G-Wing)<sup>2</sup></b>		
1. G-208 Meeting Room	35.00	15.00
2. G-Wing Commons (Bridge)	80.00	30.00
3. G-Wing Lounge	80.00	30.00
<b>C. College Center (N-Wing)<sup>2</sup></b>		
1. Cafeteria	165.00	50.00
2. Osprey's Nest	85.00	35.00
3. Meeting Room (N-114)	35.00	15.00
4. Inglenook Room	40.00	20.00
<b>D. Townsend Residential Life Center (TRLC)</b>		
1. Meeting Room	35.00	15.00
2. Large Multipurpose Room	130.00	35.00
3. Kitchen	65.00	25.00
<b>E. Lakeside Center<sup>2</sup>/Housing IV Commons Building</b>		
1. Meeting Room	35.00	15.00
2. Large Multipurpose Room	130.00	35.00
3. Commons Building Classroom	35.00	15.00

**F. Carnegie Library Center<sup>3</sup>**

1. Seminar Room (*110, 202, 206, 303)	100.00	30.00
2. Conference Room (307)	100.00	30.00
3. Computer Lab (114)	400.00	125.00 (+25.00)
4. ** <i>Multipurpose Room</i> (305)	200.00 (+50.00)	60.00 (+25.00)
5. Lecture Hall (211)	250.00	75.00

\* *Previously listed as small classroom*

\*\* *Previously listed as large classroom*

**G. Special Use Facilities<sup>4</sup>**

1. H-Wing Studio	200.00	50.00
2. Computer lab or computer lab with electronic podium/projector	400.00	100.00
3. TV Studio (M-205)	400.00	100.00
(Additional per camera charge)	250.00	100.00
4. Interactive Television (ITV) Classroom (E-032) <sup>5</sup> per hour		300.00
5. Media video studio, control room and editing (E-033/034)	300.00 (+100.00)	100.00(+25.00)
(Additional per camera charge)	100.00	50.00
6. Media Audio Studio (E-043)	120.00	35.00
7. Satellite Charge	200.00	50.00
8. Multimedia and Video Editing Facilities (E-039/040 and E-043b)	300.00 (per system)	75.00 (per system)

<sup>1</sup> *Block* is defined as three-hour occupancy during weekday business hours. The rental charge for weekends or legal holidays is 160% of the standard block and hourly rates. For the Performing Arts Center's main theater, the standard block is four hours and the weekend/holiday rate fee charge does not apply. For all rentals, the College may assign a surcharge for administrative costs not to exceed 50% of the rental rate.

<sup>2</sup> Rental options are limited in certain locations. For example, cafeteria areas, the Osprey's Nest and the G-Wing Bridge generally are not available during times when the board plan is offered. Also, the Large Multipurpose Room in the Lakeside Center is not available in the evenings when the late-night meal plan is offered.

<sup>3</sup> There is no additional charge for the use of standard electronic equipment in these rooms.

<sup>4</sup> Special Use Facilities (e.g., computer labs, ITV classroom, and M-205 Studio) may be rented only under conditions of use specified by the appropriate budget unit manager (i.e., Asst. Vice President for Computer and Telecommunication Services or Director of Media Services).

<sup>5</sup> Transmission charges will also be added at cost on a case-by-case basis according to type (e.g., IDLS and ISDN) and connection (i.e., location: Japan, California, etc.).



**II. MARINE SCIENCE AND ENVIRONMENTAL FIELD STATION (FORMERLY NACOTE CREEK FIELD STATION)**

	<b>Three-Hour Rate</b>	<b>Additional Hourly Rate</b>
<b>A. Bldg. 501, Teaching and Research Laboratory</b> (Formerly Nacote Creek Field Station Laboratory)	\$78.00	\$18.00

**B. (New item) Bldg. 504, Wet Laboratory, per 10" x 10" area : \$31 per sq. ft.**

<b>C. Marine Equipment</b>	<b>Not for Profit</b>		<b>For Profit</b>	
	(was 3hr. rate) <u>Hourly</u> <u>Rate</u>	<u>All Day</u> <u>Rate</u>	(was 3hr. rate) <u>Hourly</u> <u>Rate</u>	<u>All Day</u> <u>Rate</u>
1. Boats:				
16' Jon Boat (new item)	30.00	206.00	40.00	302.00
21' Privateer	44.00	317.00	62.00	464.00
24' Chesapeake	53.00	382.00	74.00	533.00
2. Nets and Trawls:				
Otter Trawls	16.00	115.00	23.00	168.00
Seine Nets	23.00	166.00	32.00	231.00
Plankton Nets	13.00	94.00	18.00	130.00
3. Seabird CTD	55.00	396.00	77.00	568.00
4. YSI Multiparameter Datalogger:				
YSI 650/600xl	24.00	173.00	34.00	245.00
YSI 6600	40.00	288.00	56.00	403.00
YSI 30	18.00	130.00	25.00	180.00
YSI 63	20.00	144.00	28.00	202.00
5. Benthic Grab	10.00	72.00	14.00	101.00
6. Side Scan Sonar	57.00	410.00	80.00	576.00
7. Microscopes	20.00	144.00	28.00	202.00
8. Video Microscope	30.00	216.00	42.00	302.00
9. Miscellaneous Items	10.00	72.00	14.00	101.00

		<u>Not for Profit</u>			<u>For Profit</u>		
III. ATHLETIC FACILITIES		<u>3-Hour Block</u>	<u>Add'l. Hr. Rate</u>	<u>All Day Rate<sup>1</sup></u>	<u>3-Hour Block</u>	<u>Add'l. Hr. Rate</u>	<u>All Day Rate<sup>1</sup></u>
<b>A. Fitness Center (I-Wing and L-Wing facilities)</b>							
1. Gymnasium and Locker Rooms	\$400.00	\$100.00	\$800.00	\$640.00	\$160.00	\$1,280.00	
2. Racquetball/Squash and Lockers	100.00	25.00	200.00	160.00	40.00	320.00	
3. Pool and Lockers	400.00	100.00	800.00	640.00	160.00	1,280.00	
4. Entire Fitness Center	800.00	100.00	1,600.00	1,280.00	160.00	2,560.00	
<b>B. The Sports Center</b>							
1. Arena	1,000.00	250.00	2,000.00	1,600.00	400.00	3,200.00	
2. Fitness Room	200.00	50.00	400.00	320.00	80.00	640.00	
3. Meeting Room 205	75.00	25.00	150.00	120.00	40.00	240.00	
4. Entire Recreation Ctr.	1,275.00	325.00	2,550.00	2,040.00	520.00	4,080.00	
<b>C. Outdoor Athletic Venues<sup>2</sup></b>							
1. Main Field No. 1	500.00	100.00	1,000.00	800.00	160.00	1,600.00	
2. Track and Field	500.00	100.00	1,000.00	800.00	160.00	1,600.00	
3. Intercollegiate Fields No. 2, 3 or 4	300.00	75.00	600.00	480.00	120.00	960.00	
4. Baseball/Softball Fields	100.00	50.00	200.00	160.00	80.00	320.00	
5. Intramural Field	75.00	25.00	150.00	120.00	40.00	240.00	
6. Tennis Court (each)	25.00	15.00	50.00	40.00	24.00	80.00	
7. Basketball Court	25.00	15.00	50.00	40.00	24.00	80.00	
8. Recreational Court (Lot 7)	25.00	15.00	50.00	40.00	24.00	80.00	
<b>D. Day Camp Programs</b>							

*The ranges in fees for day camp programs is \$45.00 to \$60.00 per camper per week.<sup>3</sup> This fee applies for up to 100 campers. Additional fees may apply based on facility needs and enrollment.*

<sup>1</sup>Groups using the athletic facilities for 4 to 5 days are given an additional discount of 20%. Groups using the athletic facilities for 6 to 7 days are given an additional discount of 25%. Please note that weekend/evening surcharges do not apply for athletic facilities.

<sup>2</sup>There is an additional \$25.00 per-hour charge for the use of lights on Tennis Courts 1-4, and Fields 1 and 4.

<sup>3</sup>Based on a five day week

#### IV. ON-CAMPUS HOUSING

	<b>Small Group (1-49)</b>	<b>Med. Group (50-99)</b>	<b>Large Group (100+)</b>
<b>A. Residence Halls and Apartment Complexes (per person)</b>			
1. Single Night Only			
a. Single Occupancy	\$45.00	\$40.00	\$38.00
b. Double Occupancy (per person)	40.00	38.00	34.00
c. Quad Occupancy <sup>1</sup> (per person)	40.00	38.00	34.00
2. Two to Five Nights (per night)			
a. Single Occupancy	36.00	34.00	30.00
b. Double Occupancy (per person)	30.00	29.00	28.00
c. Quad Occupancy <sup>1</sup> (per person)	30.00	29.00	28.00
3. Six or More Nights (per night)			
a. Single Occupancy	32.00	30.00	27.00
b. Double Occupancy (per person)	29.00	27.00	25.00
c. Quad Occupancy <sup>1</sup> (per person)	29.00	27.00	25.00
<b>B. Linen Service Rates</b>	<b>1 to 3 Days<sup>2</sup></b>	<b>4 to 7 Days<sup>3</sup></b>	<b>More than 7 Days<sup>4</sup></b>
1. Per Person	8.00	10.50	10.50
<b>C. Laundry Service Rates<sup>5</sup></b>	<b>Fewer than 10 Persons</b>	<b>11 to 100 Persons</b>	<b>More than 100 Persons</b>
1. Per Person	2.00	3.00	5.00
<b>D. Access Replacement Fees</b>			
1. Card Replacement	5.00 per lost card (-20.00) 5.00 per damaged card		
2. Key Replacement	5.00 per key		
3. Locks Changed	25.00 room door		

<sup>1</sup> Quad Occupancy is a four person rental apartment. The rate per person listed should be multiplied by four when an apartment is booked, even if it will be occupied with less than four guests.

<sup>2</sup> 1 blanket, 1 set sheets, 1 set linens: 2 towels, 2 washcloths

<sup>3</sup> 1 blanket, 1 set sheets, 1 set linens: 2 towels, 2 washcloths (linens exchanged on fourth day)

<sup>4</sup> 1 blanket, 1 set sheets (sheets exchanged weekly), 1 set linens: 2 towels, 2 washcloths (linens exchanged every fourth day)

<sup>5</sup> Unlimited usage for predetermined hours

## V. PERFORMING ARTS CENTER (PAC)

### A. Theaters

	<u>Not for Profit</u>		<u>For Profit</u>		<u>Stockton</u>	
	<u>4-Hour</u> <u>Block rate</u>	<u>Add'l.</u> <u>Hour</u>	<u>4-Hour</u> <u>Block rate</u>	<u>Add'l.</u> <u>Hour</u>	<u>4-Hour</u> <u>Block rate</u>	<u>Add'l.</u> <u>Hour</u>
1. Experimental Theater	\$200.00	\$50.00				
2. Main Theater	500.00	125.00	600.00	150.00	400.00	100.00

Rental fees listed above include the following support:

- Acoustic shell
- Dressing rooms
- Up to fifty chairs
- Up to 24 music stands
- Available masking (as hung)
- Movie screen (as hung)
- Podium
- Concert lighting
- Up to three microphones
- Reproduction of renter's audio tape through PAC sound system

### B. Staff Support

1. Professional staff
  - a. Technical Director 25.00/hr. (4-hour minimum)
  - b. House Manager 25.00/hr. (4-hour minimum)
2. Stage Crew 22.00/hr./person (4-hour minimum)
3. Ushers 20.00/hour/person (4-hour minimum)

### C. Lighting

1. Basic Concert Lighting 0 (No Charge)
2. Dance Lighting 300.00/setup 50.00/rehearsal or performance
3. Club Lighting 300.00/setup 50.00/rehearsal or performance
4. Dramatic Lighting 300.00/setup 50.00/rehearsal or performance
5. Review/Variety Lighting 300.00/setup 50.00/rehearsal or performance
6. Renter's Light Plot Quote upon approval

### D. Audio

1. Basic Reproduction/Reinforcement 0 (No Charge)
2. Special Reinforcement: \$500.00/Perf. 50.00/Additional Performance/Rehearsal

### E. Box Office

Basic Ticket Setup Fee: \$150.00 per event.

1. Printing tickets and providing box office ticketing services:
  - A. Outside Groups: \$2.00 per ticket with a \$250.00 minimum
  - B. On Campus Groups: \$1.00 per ticket with a \$150.00 minimum
2. Printing Tickets only: \$ .50 per ticket

## F. Additional Equipment and Services (PAC)

The following equipment or services will be made available to the renter according to this rate schedule:

▪ Steinway 9-foot ft Grand Piano	300.00
▪ Piano tuning	75.00
▪ Standing risers	10.00 each
▪ Sitting risers	10.00 each
▪ Gaffe's tape	15.00 roll
▪ Vinyl dance floor (48' X 30')	150.00
▪ Follow spot	50.00 each
▪ Color filters	5.00 each
▪ Extra chairs	10.00 each
▪ Extra music stands	10.00 each
▪ Extra microphone	10.00 each
▪ Audio recording of event	quote on application
▪ Video projector (rear screen, VCR)	250.00
▪ Computer (with video projection)	100.00
▪ Overhead projector	15.00
▪ 16 mm projector	25.00
▪ Slide projector	15.00
▪ Additional lighting fixtures	10.00 each
▪ Additional masking	quote on application
▪ Special Lighting	quote on application

**NOTE:** The fees quoted above are for equipment use only and do not reflect the crew cost involved in setup or operation, which will be billed to the renter.

## VI. OTHER FACILITIES

	<b>3-Hour Rate</b>	<b>Add'l Hr. Rate</b>
<b>A. Parking Lot</b>	\$400.00	\$100.00
<b>B. Moss Mill Acres</b>	20.00	10.00
<b>C. Picnic Areas</b>	20.00	10.00

## VII. ADMINISTRATIVE FEES

### A. Standard Workshop Fees for Outside Groups

Single day: \$3.00 per participant

Several days: \$2.00 per participant per day

### B. Contract Fee

A \$25.00 non-refundable fee may be charged (per contract) for developing and maintaining contract related correspondence.

### C. Other Non-Refundable Fees

In cases where facility, equipment, labor, utility and service fees are waived or discounted, the College is authorized to charge a non-refundable fee for Personnel and Equipment use costs as outlined under Section XII, Part A.

## **VIII. LABOR AND SERVICES RATES**

### **A. Campus Police**

<u>Rank</u>	<u>Per Hour</u>
1. Lieutenant	53.00 (+3.99)
2. Sergeant	48.00 (+5.69)
3. Officer	42.00 (+5.45)
4. Security Officer	20.00 (+0.84)

***New Item: Police vehicle 50.00/hour***

### **B. Computer Services**

	<u>Per Hour</u>
1. Technical Staff	25.00
2. Senior Technical Staff	35.00
3. Technical Manager	55.00

### **C. Media Services**

	<u>Per Hour</u>
1. Technician	50.00

### **D. Plant Management**

	<u>Per Hour</u>	
1. Supervisor Trade	40.00 (+5.00)	
2. Trade	34.00 (+5.00)	
3. Supervisor Custodial	30.00 (+1.00)	
4. Custodial	26.00 (+3.00)	
0-50 Participants		0 (No charge)
50-150 Participants (1 Custodian, 8 labor hours)		208.00 (+24.00)
150-300 Participants (2 Custodians 16 labor hours)		416.00 (+48.00)
300-500 Participants (3 Custodians 24 labor hours)		624.00 (+72.00)

**NOTE 1:** Outdoor events still require indoor custodial staffing for locker room/shower/restroom cleaning and stocking. Grounds coverage is needed for trashing and repairing fields, parking lots, paths, etc., additional trash and recycling pick up. For cost purposes, utilize six hours trade for 300 participants and ten hours trade for excess of 300 participants.

**NOTE 2:** Events in excess of 250 and occurring outside of normal operational hours (Monday – Friday 7:30 a.m. – 4:00 p.m.) will, in most cases, have a plumber and an electrician scheduled for the duration of the event.

## **IX. PLANT MANAGEMENT ESTIMATED STANDARD EVENT COSTS**

### **A. EQUIPMENT SETUP COSTS**

1. Pipe & drape: up to 24 linear ft. (4 labor-hours, Trades)	136.00
Additional sections: (6-8 ft. each)	34.00
2. Podium, Plants, Flags	
Deliver, setup, return to storage (4 labor-hours, Trades)	136.00
3. Plants (Only)	
Deliver, setup, return to storage (2 labor-hours, Trades)	68.00
4. Grills (1/2 barrel or trailer grill)	
Deliver, setup, return to storage (2 labor-hours, Trades)	68.00
5. Tables (Any size to deliver, setup and return to storage, per table cost)	3.00

6. Chairs (To deliver, setup and return to storage, per chair cost)	1.00
7. Keyboard (Musical)	
Deliver, setup, return to storage (2 labor-hours, Trades)	68.00
8. K-Wing flags (smaller flags)	
Deliver, setup, return to storage (2 labor-hours, Trades)	68.00
9. Staging	
16 ft. x 12 ft. or smaller (6 sections)	136.00
Additional stage sections	34.00/each
Ramps (16" high staging only)	612.00
Rails for 16 ft. x 12 ft. stage (required on 24" high or higher staging)	136.00
Rails: additional sections	18.00/each

## B. I-WING GYM

1. Floor Cover	
Seam Tape (Materials Cost)	\$125.00
Install and Tape (8 labor-hours, Trades)	272.00(+40.00)
Mop and clean after event (10 labor-hours, Custodial)	260.00(+30.00)
Un-tape and roll up (15 labor-hours, Trades/Custodial)	450.00(+15.00)
TOTAL (\$1,107, rounded down to):	1,100.00 (+100)
2. Bleachers	
Pull out, setup, close (6 labor- hours, Trades)	206.00 (+32.00)
Clean bleachers (4 labor-hours, Custodial)	104.00 (+12.00)
TOTAL (\$306, rounded down to):	300.00 (+50.00)
3. Large Backdrop	
Get out of trailer, hang on pipe and pulley system (14 man-hours, Trades)	476.00 (+70.00)
4.. Banner, 4' x 8' hung from ceiling	
Set up, take down (4 labor hours, Trades)	136.00 (-9.00)
5. Theater Lighting (does not include rental costs)	
Electricians (48 labor hours, Trades)	1,632.00(+240.0)
Electrician for event (8 labor hours, Trades)	272.00 (+40.00)

## C. BUILDING 41, SPORTS CENTER ARENA

1. Floor Cover	
Seam Tape (Materials Cost)	\$75.00
Install and Tape (4 labor hours, Trades)	136.00(+20.00)
Mop and clean after event (4 labor hours, Custodial)	104.00 (+12.00)
Un-tape and roll up (5 labor hours, Trades/Custodial)	170.00 (+25.00)
	485.00 (+60.00)
2. Floor Protection for Rental Staging Sound	
Masonite placed on area and taped (16 labor hours, Trades)	544.00 (+80.00)

3. Portable Bleacher Moving and Setup	
Moving bleachers (96 labor hours, Trades)	3264.00
(+480.00)	
Cleaning bleachers (16 labor hours, Custodial)	416.00(+38.00)
TOTAL BLEACHERS (MOVING AND CLEANING):	3,680.00(+528.00)
4. Portable Bleacher Setup without Moving	
Bleachers setup without moving (18 labor hours, Trades)	612.00 (+90.00)
Cleaning bleachers (16 labor hours, Custodial)	416.00 (+38.00)
TOTAL BLEACHERS (SETUP AND CLEANING, NO MOVING) \$1,028 round down to:	
1,000.00 (+100.00)	

#### D. OUTDOOR EVENTS

1. Porta-Potties Rental	
0–100 Participants (Porta-Potty already on site or use building)	0 (No charge)
100–200 Participants (1 additional Porta-Potty)	125.00
200–300 Participants (2 additional Porta-Potties)	250.00
300–400 Participants (3 additional Porta Potties)	375.00
500–1,000 Participants (4 additional Porta Potties)	500.00
1,000–3,000 Participants (8 additional Porta Potties)	1,000.00
2. Main Campus	
Locker rooms (cleaning)	208.00 (+24.00)
Rest room coverage, changes depending on event size	208.00(+24.00)
3. Fields	
Clean up of fields	200.00
Line fields, soccer field, lacrosse field, baseball field	
Main Campus / Intramural Fields: To change field to different use – (24 labor hours, Trades labor: \$816, Materials: \$29.50)	845.50(+95.50)
Soccer/lacrosse: To re-line existing field – (3 labor hours, Trades labor: \$102, Materials: \$29.50)	131.500 (+18.00)
Baseball fields: To re-line existing field - (8 labor hours, Trades Labor: \$272, Materials: \$10), rounded to:	282.00 (+32.00)

#### X. PHOTOCOPY FEES

##### A. Photocopying fees for public records

One to 10 pages	\$0.75 per page
11 to 20 pages	0.50 per page
More than 20 pages	0.25 per page

#### XI. RESERVATION POLICIES

##### A. Deposits

- 10% nonrefundable deposit due upon booking
- 40% additional nonrefundable deposit due 45 days prior to event(s)
- 50% nonrefundable deposit due upon booking when booked less than 45 days prior to event(s)
- All remaining fees are due at the time of on-campus registration unless special arrangement have been approved by the College.
- Written confirmation of actual occupancy numbers for housing are due 30 days in advance of arrival.



**B. Cancellations:** In the event of cancellations, nonrefundable deposits accrue as follows:

- First, 100% of the Contract Fee is remitted to the office that developed and maintained the contract correspondence.
- Then, the remaining deposit monies would be remitted to the appropriate account in proportion to the facilities fees outlined on the contract.
  - College for general facilities, classrooms and meeting space
  - Athletics and Recreation
  - Carnegie Library Center
  - Housing and Residential Life
  - Performing Arts Center

## **XII. NOTES AND SPECIAL CONDITIONS**

### **A. Personnel and equipment use costs associated with specific events**

The College reserves the right to assess special charges to cover additional College expenses for special events. These charges, which are determined by the College on a case-by-case basis with the recommendation of an appropriate budget unit manager(s), may include: room setup costs to cover Housing or Plant Management expenses; event supervision costs for Campus Police; staffing costs for Athletics and Recreation; lifeguards for swimming pool; equipment monitoring costs, technical assistance and duplication costs for Media Services; front and rear-of-house costs for PAC; setup and extraordinary operating costs related to athletic facilities; Computer Center costs for programming or technical support, Event Services costs for signage, materials and equipment and/or other support services costs assignable to appropriate budget units.

### **B. State-mandated liability insurance fees**

Groups are required to have \$1,000,000 individual and \$3,000,000 aggregate bodily injury and liability policy issued by a Class A company, assignable to the College. (Note: This rate schedule is established by the NJ Office of Risk Management and is subject to change.)

### **C. Co-sponsorship criteria**

Events involving recognized College clubs and/or organizations, offices, departments and/or divisions partnering or collaborating with external groups for events using College facilities, equipment and/or services will be considered College co-sponsored activities or events. Co-sponsored events must meet all of the following requirements:

1. Prior approval of the appropriate budget unit head, dean, and/or vice president;
2. Adhere to the appropriate provisions of College facility usage fees and College procedures and policies;
3. Share and/or absorb appropriate costs associated with the event not born by the external group;
4. Provide the appropriate personnel to plan and/or manage the event as determined by the Office of Event Services.

### **D. Fundraising surcharge for groups utilizing Stockton facilities to raise revenue**

Ordinarily, no outside group may use state facilities for fundraising purposes when the beneficiary is other than the College, unless specifically authorized in writing by the Vice President for Administration, Finance and Institutional Advancement. In this event, a fundraising surcharge (10% of gross receipts) may be levied at the discretion of the Vice President for Administration and Finance.

### **E. Dining services (Chartwells Dining Services)**

Outside groups must pay 50% of the total contracted amount at the time an event is scheduled.

**F. Amounts overdue**

Amounts 90 days past due by outside groups will be charged interest at the rate of 10%.

**G. Waivers**

1. Facility, equipment, labor, utility or service fees may be waived by the President or the Vice President for Administration and Finance under special circumstances for College organizations, governmental agencies or non-profit organizations for events that are consistent with the mission of Stockton College.
2. Facility, equipment, labor, utility or service fees may be discounted by the President or the Vice President for Administration and Finance by up to 50% for "College co-sponsored activities." These may include an organization jointly hosting an event with the College or governmental/non-profit organizations.
3. In cases where facility, equipment, labor, utility or service fees are waived or discounted, the College is authorized to charge a non-refundable fee ranging from \$25 to \$150 for administrative services.

December 7, 2005

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**RESOLUTION**

**AUTHORIZING A CONTRACT FOR THE  
FOR THE DESIGN AND CONSTRUCTION MANAGEMENT SERVICES FOR HOUSING V**

- 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, all without a corresponding expansion of support facilities to adequately accommodate and manage growth; and
- WHEREAS,** the 2005 Facilities Master Plan adopted by the Board of Trustees on April 13, 2005, determined that the current space deficit for academic and student services alone is 300,000 gross square feet; and
- WHEREAS,** the College's housing goal is to provide housing for 50% to 60% of student FTE; and
- WHEREAS,** the proposed Housing V residential suites will be located proximate to Housing IV and adjacent to Housing I within existing surface Parking Lots G and H, and will provide for approximately 250-300 beds; and
- WHEREAS,** it is necessary to procure the Design and Construction Management Services for the Housing V project; and
- WHEREAS,** following interviews of the short-listed firms, the Housing V Pre-Selection Committee selected the architectural firm of Hillier Architecture for the Design and Construction Management Services; and
- WHEREAS,** the President or his designee has approved the budget approval request to enter into a contract for the Design and Construction Management Services for Housing V and the Finance Committee of the Board of Trustees has reviewed and recommends approval by the Board of Trustees; now, therefore be it
- RESOLVED,** that the Board of Trustees authorizes a contract to be awarded to Hillier Architecture for the Design and Construction Management Services for Housing V, subsequent to final review and approval by the President or his designee.

December 7, 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 V- A/E Services**

	<u>Initial Budget</u>	<u>Increase Requested</u>	<u>Revised Budget</u>
2. Project Budget:			
Design	\$ 2,000,000		
Management	\$		
Construction	\$		
Computer Animation	\$		
Reimbursables	\$		
Subtotal	\$		
5% Contingency	\$		
Permits/Inspections	\$		

3. Estimated Total Project Cost: \$ 2,000,000

4. Sources of Revenue: **Housing Bond Funds**

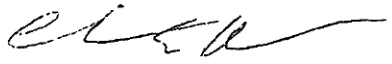
5. Project Description: **For the A/E Design and Construction Management Services for the Housing V residential suites.**

6. Estimated Start Date: **December 2005**

7. Estimated Completion Date: **December 2007**


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*



12/5/2005

Approved:

 12/6/05

President Date

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

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**RESOLUTION**

**AUTHORIZING A CONTRACT FOR THE  
FOR THE DESIGN AND CONSTRUCTION ADMINISTRATION SERVICES FOR THE  
HOLOCAUST RESOURCE CENTER ADDITION**

- 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, 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 Facilities 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,** the proposed Holocaust Resource Center Addition to the existing Holocaust Resource Center will provide approximately 1,000 additional square feet; and
- WHEREAS,** it is necessary to procure the Design, Permitting, and Construction Administration Services for the Holocaust Resource Center Addition project; and
- WHEREAS,** following interviews of the short-listed firms, the Holocaust Resource Center Addition Selection Committee selected the architectural firm of Blumberg Associates for the Design, Permitting, and Construction Administration Services; and
- WHEREAS,** the President or his designee has approved the budget approval request to enter into a contract for the Design, Permitting, and Construction Administration Services for the Holocaust Resource Center Addition and the Finance Committee of the Board of Trustees has reviewed and recommends approval by the Board of Trustees; now, therefore be it
- RESOLVED,** that the Board of Trustees authorizes a contract be awarded to Blumberg Associates for the Design, Permitting, and Construction Administration Services for Holocaust Resource Center Addition, subsequent to final review and approval by the President or his designee.

December 7, 2005

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**RESOLUTION**

**AUTHORIZING THE ESTABLISHMENT OF TUITION WAIVERS FOR ADMISSIONS  
AMBASSADORS**

- WHEREAS,** in 1985 the College's Admissions Office began a recruiting program using its best and brightest students to represent the College to visiting prospective students and their parents; and
- WHEREAS,** it is essential to the growth of the College to have a dedicated group of these students serving in the capacity of Admissions Ambassadors to be available for recruiting efforts, including Open House, Instant Decision Day programs, Orientation and Registration programs, and community service and fund raising; and
- WHEREAS,** the number of events for which the services of the Admissions Ambassadors are needed have greatly increased since this program began; and
- WHEREAS,** the College has determined that it would like to offer tuition waivers of four (4) credits to those Admissions Ambassadors whose qualifications include being in good academic and disciplinary standing with the College; and
- WHEREAS,** in the event that a student cannot fulfill the obligation to serve for a full semester, the student will be responsible for reimbursing the College for that prorated portion of the semester; and
- WHEREAS,** the offering of Admissions Ambassador tuition waivers is clearly consistent with N.J.S.A. 18A:64-13, which permits the Board of Trustees to waive tuition to accomplish mission-related or policy goals; now therefore be it
- RESOLVED,** that the Board of Trustees approves tuition waivers of four (4) credits for students participating in the Admissions Ambassador program as long as the cumulative number of tuition waivers does not exceed a total of eighty (80) credits per semester.

December 7, 2005

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**RESOLUTION**

**CONTRACT AWARD TO VIDEO CORP. OF AMERICA  
FOR THE  
SPORTS CENTER VIDEO PROJECTION SYSTEM**

- 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 16, 2005 Board of Trustees meeting, the Board requested that it authorize distribution of all Request for Proposals (RFPs) for capital projects in excess of \$100,000.00, 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 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,** this request is to award a contract to the lowest responsible bidder, Video Corp. of America, in the amount of \$126,488.00, excluding a 5% contingency for the Sports Center Video Projection System. The total cost of this project will be a total of \$134,812, including the contingency. The contract will include the design, construction and installation of a video projection system for the Sports Center that will be utilized during events (e.g., graduation); now, therefore be it
- RESOLVED,** that the Board of Trustees authorizes a contract to be awarded to Video Corp. of America for the design, construction services, and installation of the Sports Center Video Projection System, subsequent to review and approval by the President or his designee.

December 7, 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: **SPORTS CENTER VIDEO PROJECTION SYSTEM**

	<u>Initial Budget</u>	<u>Increase Requested</u>	<u>Revised Budget</u>
2. Project Budget:			
Design	\$		
Management	\$		
Construction	\$		
Furniture/Fixtures & Equipment	\$ 126,488		
Subtotal	\$		
5% Contingency	\$ 8,324		
Permits/Inspections	\$		

3. Estimated Total Project Cost: \$ 134,812

4. Sources of Revenue: College Center Funds

5. Project Description: For design, construction and installation of a video projection system for the Sports Center that will be utilized during events (e.g., graduation).

6. Estimated Start Date: December 2005

7. Estimated Completion Date: April 2006

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
	Approvals for amounts under \$19,500		Approvals for amounts between	Approvals for amounts over \$100,000	
Finance Committee	Report presented on: Date: _____		Signature Required:	Signature Required:	
	Fin. Comm. Chair		Fin. Comm. Chair Date	Fin. Comm. Chair Date	
Board of Trustees	N/A		N/A	Signature Required:	
				Chrm, Bd of Trustees Date	



**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**RESOLUTION**

**REVISED INTERNAL AUDIT CHARTER**

- WHEREAS,** the Audit Committee of the Board of Trustees previously considered and approved the Internal Audit Charter on August 24, 2004; and
- WHEREAS,** Internal Auditing as an independent and objective assurance is designed to add value and improve the operations of the College; and
- WHEREAS,** the Charter further provides that the Internal Audit shall assess and evaluate various business risks and ensure compliance with all rules, regulations, policies, and statutes pertaining to the College's and the Foundation's physical and financial assets, and shall objectively assist the College in attaining its goals and contributing in a consulting capacity as appropriate; and
- WHEREAS,** the Internal Audit shall, under the direction of the Audit Committee of the Board of Trustees and or the President, have the authority to conduct any audits, reviews, and special requests or investigate any matters within its scope of responsibilities as set forth in the Charter, with or without prior notice to management and/or external parties; now therefore be it
- RESOLVED,** that the Board of Trustees approves the Revised Internal Audit Charter (a copy of which is attached) for the purpose of providing authorization to the existing Internal Audit activities.

December 7, 2005



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

### **INTERNAL AUDIT CHARTER**

#### **DEFINITION**

Internal auditing is an independent, objective assurance and consulting activity designed to add value and improve an organization's operations. It helps an organization accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

#### **MISSION STATEMENT**

To add value by providing exceptional service to our customers; utilizing a systematic, disciplined approach to assess and evaluate various business risks; objectively assisting the organization in obtaining its goals; and contributing in a consulting capacity, as appropriate.

#### **PURPOSE**

The Internal Audit has the responsibility to ensure compliance with all rules, regulations, policies, and statutes pertaining to the College's and the Foundation's physical and financial assets. In addition, the Internal Audit provides an independent, objective assurance and consulting activity designed to add value and improve the College and the Foundation operations. Most importantly, the Internal Audit helps the College and the Foundation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

#### **AUTHORITY**

The Internal Audit under the direction of the Board of Trustees' Audit Committee and the President has the authority to conduct any audits, reviews, and special requests or investigate any matters within its scope of responsibilities with or without prior notice to management and/or external parties. Additionally, it is empowered to:

- Have unrestricted access to any reports, data, and/or information pertaining to the financial operations of the College and the Foundation.
- Have unrestricted access to any locations that belong to the College and the Foundation.
- Obtain independent assistance from external professionals to fulfill the audit's objectives.
- Seek information it requires from employees – all of whom are directed to cooperate with the Internal Auditor's requests.
- Issue independent audit, review, and/or any special reports without management's influence.
- Attend pre-scheduled bi-monthly Board of Trustees meetings as well as any other meetings, as necessary.
- Meet with company officers, external auditors, or outside counsel, as necessary.

## **COMPOSITION**

The Internal Audit activities are being carried out by the Internal Auditor, who works under the direction of and reports directly to the Board of Trustees' Audit Committee; or to the President, when conducting audit activities requested by the President.

## **MEETINGS**

The Internal Auditor will meet with the Audit Committee on the same day as the pre-scheduled bi-monthly Board of Trustees meeting to provide the Committee with an understanding of the current work status. In addition, open communication between the Committee's members and the Internal Auditor may occur at any time to allow for discussion of any urgent issues or any areas of concern that involve the College's operations.

## **RESPONSIBILITIES**

The Internal Auditor will carry out the following responsibilities:

- Examine and evaluate the adequacy and effectiveness of the College's system of internal controls and the quality of performance in carrying out assigned responsibilities.
- Review the reliability and integrity of financial and operating information and the means used to identify, measure, classify, and report such information.
- Review the systems established to ensure compliance with those policies, plans, procedures, laws, regulations, and contracts which could have a significant impact on operations and reports, and determine whether the College is in compliance.
- Review the means of safeguarding assets and verify the existence of such assets.
- Review operations or programs to ascertain whether results are consistent with established objectives and goals and whether the operations or programs are being carried out as planned.
- Provide consulting advice to management when requested.

### **External Audits**

The Internal Auditor is authorized to assist external auditors with any audits, reviews, or special engagements when such assistance is requested.

### **Reporting Responsibilities**

The Internal Auditor reports directly to the Board of Trustees' Audit Committee to promote objectivity and independence. When reporting on activities requested by the President, the Internal Audit shall report directly to the President or his designee.

### **Other Responsibilities**

The Internal Auditor has the responsibility to perform any other assignments on behalf of the Board of Trustees and or the President.

**The Richard Stockton College of New Jersey**

**The Office of Internal Audit**

**FY07 Audit Plan**

<b>Expected Issuance Date of Final Report in Month</b>	<b>Administrative Unit</b>	<b>Audit Title/Number</b>	<b>Year of Prior Internal Audit</b>	<b>Audit Issue(s) Open/Closed/ In Progress</b>
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<b>FY07</b>				
<b>Feb 06</b>	Fiscal Affairs	Cash Management & Banking Services #5-2006	None	NA
<b>Feb 06</b>	Fiscal Affairs	Fixed Assets Audit #6-2006	FY01	NA
<b>Feb 06</b>	Fiscal Affairs/Human Resources	Healthcare Cost & Worker Comp Audit #7-2006	None	NA
<b>Oct 06</b>	President's Office	President's Office Expenditures Review #1-2007	FY06	NA
<b>Oct 06</b>	Affirmative Action	Government Conflict of Interest Form Review #2-2007	None	NA
<b>Dec 06</b>	Housing (Auxiliary Service)	Housing Operation Audit #3-2007	None	NA
<b>Feb 07</b>	Plant Management	Plant Management Operation Audit #4-2007	None	NA
<b>Apr 07</b>	Bursar's (Fiscal Affairs)	Bursar's Operation Audit #5-2007	None	NA

**Note:**

The Audit Committee reviewed and approved the FY07 Audit Plan on November 18, 2005.

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY**

**BOARD OF TRUSTEES**

**RESOLUTION**

**PERSONNEL ACTIONS**

**DECEMBER 7, 2005**

**NEW APPOINTMENTS  
FACULTY AND STAFF**

BE IT RESOLVED, that the following actions are approved:

December 7, 2005

NAME	TITLE	EFFECTIVE DATES	PROPOSED SALARY	INFORMATIONAL NOTES
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**NEW APPOINTMENTS - FACULTY**

Rodriguez, Michael S.	Assistant Professor of Political Science	01/31/06 - 06/30/06	\$26,548	
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**NEW APPOINTMENTS - STAFF**

Carroll, III, James J.	Director, College-Community Partnerships (50%)	12/12/05 - 06/30/06	\$45,000 prorated	
Myrtetus, Craig	Assistant to the Associate Dean of Education	01/07/06 - 06/30/06	\$50,884 prorated	Resignation as an Instructor effective 01/06/06
Stroble, Charles R.	Assistant Director of Plant Management and Housing Maintenance	12/12/05 - 06/30/06	\$69,213 prorated	
Swilkey, Eugene	Training Manager	12/12/05 - 06/30/06	\$51,220 prorated	



## **BACKGROUND STATEMENT**

**Michael S. Rodriguez**

### **I. EDUCATIONAL BACKGROUND**

Ph.D. Temple University, Political Science Jan. 2006  
M.A. University of Texas-Austin, Dept. of Govt. (Public Policy) 1985  
B.A. Princeton University, Dept. of Politics (Political Theory) 1981

### **II. PROFESSIONAL EXPERIENCE**

Instructor, West Chester University, POLS American Govt. 2004-present  
Adjunct Instructor, Eastern University, POLS Urban Politics 2005-present  
Adjunct Instructor, Widner University, POLS American Govt. 1999-2004  
Adjunct Instructor, Camden County College, POLS Spring 2004  
Research Assistant, Temple, Center for Public Policy 2002-2003  
Adjunct Instructor, Temple University, POLS Urban Politics 2001-2002  
Teaching Assistant., Temple University, POLS 1998-1999  
Assoc. Dean/Director, Multicultural Affairs, Haverford 1995-1997  
Asst. Dean/Co-Director, Multicultural Affairs, Haverford 1994-1995  
Director, Carl A. Fields Multicultural Center, Princeton U. 1991-1994  
Teaching Assistant/Preceptor, Temple University Fall 1991

### **III. OTHER INFORMATION**

Dr. Michael Rodriguez has experience in both teaching and coordinating an internship program. While at Temple, Dr. Rodriguez placed students in political campaigns and nonprofit organizations throughout the Philadelphia metropolitan area. This makes him well suited to direct Stockton's Washington Internship Program. Dr. Rodriguez also conducted various applied research projects, and has various presentations, panel discussions, fellowships and awards to his credit.

### **RECOMMENDED FOR:**

ASSISTANT PROFESSOR OF POLITICAL SCIENCE

## BACKGROUND STATEMENT

James J. Carroll, III, Esq.

### I. Educational Background

B.A.	Wake Forest University - 1978
J.D.	Seton Hall University School of Law - 1981
LL.M	New York University School of Law - 1987

### II. Professional Experience

Partner, Brown & Carroll, P.C Atlantic City, NJ, 1993 – present  
Municipal Solicitor, Galloway Township, 2000 – 2003  
Senior Attorney, NJ Turnpike Authority, 1992 – 1993

### III. Other Information

Admitted to Practice of Law, NJ (1981); U.S. District Court, District of NJ (1981), North Carolina (1988); United States District Court, Middle District of North Carolina (1988); U.S. Third Circuit Court of Appeals (1999)

Recommended for: **DIRECTOR, COLLEGE-COMMUNITY PARTNERSHIPS**

## **BACKGROUND STATEMENT**

**Craig H. Myrtetus**

### **I. EDUCATIONAL BACKGROUND**

M.A. Glassboro State (Rowan University)	Student Personnel Services	1982
B.A. Glassboro State (Rowan University)	Biological Sciences	1974
New Jersey Certification	Principal	1988
	Counseling, SPS	1982
	Elementary	1978
	Secondary: Science/Biology	1976

### **II. PROFESSIONAL EXPERIENCE**

Instructor, Education in Residence, RSC of NJ	2001-Present
Adjunct Professor, The Richard Stockton College of NJ	1991-2001
Principal	1993-2001
Emma C. Attales Middle School, Absecon, N. J.	
Grades 5 <sup>th</sup> through 8 <sup>th</sup>	
Teacher 6 <sup>th</sup> and 7 <sup>th</sup> grades	1979-1986
Biology, General Science, Mathematics	
Absecon Schools	
Guidance Counselor, Absecon Schools	1982-1983
Alternate Route to Certification Instructor	1992
NJ Provisional Teacher Program	

### **III. ADDITIONAL INFORMATION**

Mr. Myrtetus provided outstanding service as an Instructor and Program Coordinator in Stockton's Teacher Education Program. His areas of expertise compliment the goals of the program.

**RECOMMENDED FOR: Assistant to the Associate Dean**

## **BACKGROUND STATEMENT**

**CHARLES R. STROBLE**

### **I. EDUCATIONAL BACKGROUND**

Bachelor of Science 1968  
United States Military Academy

### **II. PROFESSIONAL EXPERIENCE**

Civil Engineer 2000  
US Army Corps of Engineers  
Philadelphia, Pennsylvania

Facility Manager 1999  
US Environmental Protection Agency  
Marine Science Research Laboratory  
Rhode Island

Facilities Engineer 1978  
Stewart Army Subpost Military Academy  
Upstate New York

Chief of Buildings and Grounds 1976  
US Army War College  
Carlisle, Pennsylvania

Chief of Construction Inspection 1975  
Fort Belvoir, Virginia

Commissioned Second Lieutenant 1968  
US Army Corps of Engineers  
Kansas, Vietnam, Northern New York, Virginia  
Honorably Discharged with the rank of Captain in 1975

### **III. OTHER INFORMATION**

Mr. Stroble (Chuck) served in the US Army Corps of Engineers. His seven year Active Duty took him to Kansas, northern New York, Vietnam and Virginia where he served in various combat, construction and facilities leadership roles receiving a Honorable Discharge at the rank of Captain. Chuck and his wife Pat enjoy their family and traveling regionally.

**RECOMMENDED FOR: Assistant Director of Plant Management & Housing  
Maintenance (Assistant Director 1, S. C.)**

## **BACKGROUND STATEMENT**

**Eugene Swilkey**

### **I. EDUCATION**

Bachelor of Arts, History/Political Science  
Catawba College

### **II. PROFESSIONAL EXPERIENCE**

Senior Training Facilitator 2000-2005  
Resorts Atlantic City

Owner and Managing Partner 1993-1998  
E.S. Associates

Manager, Human Resource Development 1980-1993  
Director Employee & Organizational Development  
Director, Training  
Atlantic Electric, Inc

### **III. OTHER INFORMATION**

Mr. Swilkey has designed and delivered performance management training programs; developed Microsoft Access training database, designed comprehensive, competency based training needs analysis.

He is a member and past president of the American Society for Training and Development and Faculty member of Camden County Community College Development Center.

**RECOMMENDED FOR : TRAINING MANAGER, HUMAN RESOURCES**

**PROMOTIONS**  
**TENURED FACULTY**

BE IT RESOLVED, that the following actions are approved:

December 7, 2005

NAME	TITLE	EFFECTIVE DATES	CURRENT SALARY	*SALARY 09/01/06	INFORMATIONAL NOTES
<b><u>PROMOTIONS (Tenured Faculty)</u></b>					
Dugan, Penelope	Professor of Writing	09/01/06	\$76,466	\$83,560	promoted from Associate Professor
Gussman, Deborah	Associate Professor of American Literature	09/01/06	\$60,733	\$68,747	promoted from Assistant Professor
Honaker, Lisa	Associate Professor of British Literature	09/01/06	\$62,902	\$71,498	promoted from Assistant Professor
Shobe, Elizabeth	Associate Professor of Psychology	09/01/06	\$56,394	\$65,996	promoted from Assistant Professor
Stewart, Karen	Professor of Business Studies	09/01/06	\$79,104	\$90,245	promoted from Associate Professor
Straub, Peter	Professor of Biology	09/01/06	\$76,466	\$83,560	promoted from Associate Professor

\* Determined in accordance with the AFT Bargaining Unit Agreement

**FACULTY REAPPOINTMENTS**  
**CONFERRING TENURE/PROMOTION**



BE IT RESOLVED, that the following actions are approved:

December 7, 2005

NAME	TITLE	EFFECTIVE DATES	CURRENT SALARY	*SALARY 09/01/06	INFORMATIONAL NOTES
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**FACULTY REAPPOINTMENTS CONFERRING TENURE/PROMOTIONS**

**DIVISION OF ARTS AND HUMANITIES**

Papademetriou, Anastasios G.	Assistant Professor of History	09/01/06	\$58,564	\$61,078	
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**DIVISION OF GENERAL STUDIES**

McShea, Betsy J.	Associate Professor of Developmental Mathematics	09/01/06	\$58,564	\$65,996	promoted from Assistant Professor
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**DIVISION OF LIBRARY SERVICES**

Lechner, David L.	Librarian 3/Instructor in the Library	07/01/06	\$56,394	\$61,078 07/01/06	
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\* Determined in accordance with the AFT Bargaining Unit Agreement

BE IT RESOLVED, that the following actions are approved:

December 7, 2005

NAME	TITLE	EFFECTIVE DATES	CURRENT SALARY	*SALARY 09/01/06	INFORMATIONAL NOTES
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**FACULTY REAPPOINTMENTS CONFERRING TENURE /PROMOTIONS (continued)**

**DIVISION OF NATURAL SCIENCES AND MATHEMATICS**

Sedia, Ekaterina	Associate Professor of Biology	09/01/06	\$52,055	\$60,494	promoted from Assistant Professor
Vogel, Judith	Associate Professor of Mathematics	09/01/06	\$56,394	\$65,996	promoted from Assistant Professor

**DIVISION OF PROFESSIONAL STUDIES**

Klein, Kathleen A.	Assistant Professor of Occupational Therapy	09/01/06	\$62,902	\$67,866	
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**DIVISION OF SOCIAL AND BEHAVIORAL SCIENCES**

Colon, Merydawilda	Associate Professor of Social Work	09/01/06	\$58,564	\$65,996	promoted from Assistant Professor
Lyke, Jennifer	Associate Professor of Psychology	09/01/06	\$56,394	\$65,996	promoted from Assistant Professor

\* Determined in accordance with the AFT Bargaining Unit Agreement

**FACULTY REAPPOINTMENTS**  
**SINGLE YEAR**

BE IT RESOLVED, that the following actions are approved:

December 7, 2005

NAME	TITLE	EFFECTIVE DATES	CURRENT SALARY	*SALARY 09/01/06	INFORMATIONAL NOTES
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**FACULTY REAPPOINTMENTS (Single Year)**

**DIVISION OF ARTS AND HUMANITIES**

Anderson, Denise	Assistant Professor of Communications	09/01/06 - 06/30/07	\$56,394	\$61,078	
Davidson, Robert J.	Assistant Professor of Dance	09/01/06 - 06/30/07	\$54,225	\$58,816	
Majstorovic, Gorica	Assistant Professor of Spanish	09/01/06 - 06/30/07	\$54,225	\$58,816	
Rettberg, Scott R.	Assistant Professor of New Media Studies	09/01/06 - 06/30/07	\$56,394	\$61,078	

**DIVISION OF GENERAL STUDIES**

McGovern, Heather Anne	Assistant Professor of Writing	09/01/06 - 06/30/07	\$56,394	\$61,078	
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\* Determined in accordance with the AFT Bargaining Unit Agreement

BE IT RESOLVED, that the following actions are approved:

December 7, 2005

NAME	TITLE	EFFECTIVE DATES	CURRENT SALARY	*SALARY 09/01/06	INFORAMTIONAL NOTES
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**FACULTY REAPPOINTMENTS (Single Year)**

**DIVISION OF NATURAL SCIENCES AND MATHEMATICS**

Chirenje, Tait	Assistant Professor of Environmental Studies	09/01/06 - 06/30/07	\$52,055	\$56,553	
DeChiaro, Louis F.	Associate Professor of Computational Science	09/01/06 - 06/30/07	\$65,916	\$71,497	
Jevtic, Nada B.	Assistant Professor of Physics	09/01/06 - 06/30/07	\$49,886	\$54,291	
Liu, Fang	Assistant Professor of Physics	09/01/06 - 06/30/07	\$52,055	\$56,553	
Olsen, Robert J.	Assistant Professor of Computational Science	09/01/06 - 06/30/07	\$58,564	\$63,341	
Rajaraman, Shanthi	Assistant Professor of Chemistry	09/01/06 - 06/30/07	\$49,886	\$54,291	

\* Determined in accordance with the AFT Bargaining Unit Agreement

BE IT RESOLVED, that the following actions are approved:

December 7, 2005

NAME	TITLE	EFFECTIVE DATES	CURRENT SALARY	*SALARY 09/01/06	INFORMATIONAL NOTES
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**FACULTY REAPPOINTMENTS (Single Year)**

**DIVISION OF PROFESSIONAL STUDIES**

Albano, Donna Marie	Instructor in Business Studies	09/01/06 - 06/30/07	\$51,739	\$55,821	
Boakes, Norma	Instructor of Education	09/01/06 - 06/30/07	\$44,604	\$48,380	
Hussong, Marion	Associate Professor of Language in Teacher Education	09/01/06 - 06/30/07	\$55,366	\$60,494	
Lisak, Janet M.	Assistant Professor of Occupational Therapy	09/01/06 - 06/30/07	\$62,902	\$67,866	
Luo, Robert (Laihan)	Assistant Professor of Business Studies	09/01/06 - 06/30/07	\$58,564	\$63,341	
Ross, Eva Marie	Assistant Professor of Instructional Technology	09/01/06 - 06/30/07	\$56,394	\$61,078	
Scales, Michael S.	Instructor in Business Studies	09/01/06 - 06/30/07	\$53,522	\$57,681	
Wang, Jinchang	Associate Professor of Business Studies	09/01/06 - 06/30/07	\$68,553	\$74,248	

\* Determined in accordance with the AFT Bargaining Unit Agreement

BE IT RESOLVED, that the following actions are approved:

December 7, 2005

NAME	TITLE	EFFECTIVE DATES	CURRENT SALARY	*SALARY 09/01/06	INFORMATIONAL NOTES
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**FACULTY REAPPOINTMENTS (Single Year)**

**DIVISION OF SOCIAL AND BEHAVIORAL SCIENCES**

Levy, Marissa Potchak	Assistant Professor of Criminal Justice	09/01/06 - 06/30/07	\$45,547	\$49,766	
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\* Determined in accordance with the AFT Bargaining Unit Agreement

## STAFF PROMOTIONS



BE IT RESOLVED, that the following actions are approved:

December 7, 2005

NAME	TITLE	EFFECTIVE DATES	CURRENT SALARY	PROPOSED SALARY	INFORMATIONAL NOTES
<b><u>PROMOTIONS (STAFF)</u></b>					
Hancharuk, Thomas	Professional Services Specialist 3	01/07/06 06/30/06	\$25,164	\$54,788 prorated	previously Chemistry Program Assistant, 10 Months (60 %) Grant funded position
Sosnowski, Cynthia B.	Director of Professional Development and Continuing Education for Health Sciences and Human Services	01/07/06 - 06/30/07	\$57,387	\$80,000 prorated	change from AFT bargaining unit to Management
Woolslayer, Donald	Associate Director of Plant Management and Housing Maintenance	12/12/05 - 06/30/06	\$81,995	\$86,529 prorated	

**INITIAL MULTIYEAR REAPPOINTMENTS**  
**MANAGERS AND AFT STAFF**

BE IT RESOLVED, that the following actions are approved:

December 7, 2005

NAME	TITLE	EFFECTIVE DATES	CURRENT SALARY	*SALARY 07/01/06	INFORMATIONAL NOTES
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**STAFF REAPPOINTMENTS WITH INITIAL MULTIYEAR CONTRACT**

**OFFICE OF THE PRESIDENT**

Buzza, David T.	Director of Ticketing Services, Performing Arts Center	07/01/06 - 06/30/09	\$49,580	\$53,864	AFT Bargaining Unit
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**ACADEMIC AFFAIRS**

Fotia, Dennis	Distance Education Coordinator	07/01/06 - 06/30/09	\$53,119	\$55,400	AFT Bargaining Unit
Jackson, Mark	Director of Media Services and Distance Education	07/01/06 - 06/30/08	\$93,403	**	
Jones, Cheryl Vaughn	Assistant to the Dean of Natural Sciences and Mathematics	07/01/06 - 06/30/09	\$62,167	\$67,330	AFT Bargaining Unit
Pinto, David E.	Director of the Library	07/01/06 - 06/30/08	\$94,812	**	

\* Determined in accordance with the AFT Bargaining Unit Agreement

\*\* Determined by the Board of Trustees at the June 2006 meeting

BE IT RESOLVED, that the following actions are approved:

December 7, 2005

NAME	TITLE	EFFECTIVE DATES	CURRENT SALARY	*SALARY 07/01/06	INFORMATIONAL NOTES
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**STAFF REAPPOINTMENTS WITH INITIAL MULTIYEAR CONTRACT - continued**

**THE SOUTHERN REGIONAL INSTITUTE**

Polsinelli, Philip E.	Technology Training Administrator	07/01/06 - 06/30/09	\$63,278	\$68,746	AFT Bargaining Unit
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**STUDENT AFFAIRS**

Dearth, John C.	Assistant Director of Admissions	07/01/06 - 06/30/09	\$49,886	\$52,028	AFT Bargaining Unit
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Millman, Aaron P.	Assistant Director of Counseling Services, 10 Months	09/01/06 - 06/30/09	\$48,707	\$52,752 09/01/06	AFT Bargaining Unit
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\* Determined in accordance with the AFT Bargaining Unit Agreement

\*\* Determined by the Board of Trustees at the June 2006 meeting

**MANAGER AND AFT STAFF REAPPOINTMENTS**

**SINGLE YEAR**

BE IT RESOLVED, that the following actions are approved:

December 7, 2005

NAME	TITLE	EFFECTIVE DATES	CURRENT SALARY	*SALARY 07/01/06	INFORMATIONAL NOTES
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**STAFF REAPPOINTMENTS (Single Year) - continued**

**OFFICE OF THE PRESIDENT**

Faurot-Crowley, Sara E.	Director of Alumni Relations and the Annual Fund	07/01/06 - 06/30/07	\$68,828	**	
Kennedy, James B.	Executive Director of College Foundation and Institutional Initiatives	07/01/06 - 06/30/07	\$155,801	**	

\* Determined in accordance with the AFT Bargaining Unit Agreement

\*\* Determined by the Board of Trustees at the June 2006 meeting

BE IT RESOLVED, that the following actions are approved:

December 7, 2005

NAME	TITLE	EFFECTIVE DATES	CURRENT SALARY	*SALARY 07/01/06	INFORMATONAL NOTES
<b><u>STAFF REAPPOINTMENTS (Single Year)</u></b>					
<b><u>ACADEMIC AFFAIRS</u></b>					
Dagavarian, Debra	Assistant Provost	07/01/06 - 06/30/07	\$94,787	**	
Fiedler, Nancy I.	Assistant Director of Education - Admissions	07/01/06 - 06/30/07	\$43,378	\$45,241	
Forbes-Igharo, Paulette	Director, Community of Scholars	07/01/06 - 06/30/07	\$61,209	**	Grant funded position
Joyner, Andre J.	Assistant Director of Teacher Education - Placements	07/01/06 - 06/30/07	\$49,886	\$54,291	
Sosnowski, Cynthia B.	Assistant to the Dean of Social and Behavioral Sciences	07/01/06 - 06/30/07	\$57,387		promoted to Dir. of Professional Develop- ment and Continuing Education for Health Sciences and Human Services
Vickery, David M.	Instructional Designer	07/01/06 - 06/30/07	\$51,151	\$55,400	

\* Determined in accordance with the AFT Bargaining Unit Agreement

\*\* Determined by the Board of Trustees at the June 2006 meeting

BE IT RESOLVED, that the following actions are approved:

December 7, 2005

NAME	TITLE	EFFECTIVE DATES	CURRENT SALARY	*SALARY 07/01/06	INFORMATONAL NOTES
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**STAFF REAPPOINTMENTS (Single Year)**

**ADMINISTRATION AND FINANCE**

Dickerman, Christopher M.	Associate Director of Operations, Human Resources	07/01/06 - 06/30/07	\$82,654	**	
Hughes, Martin	Director of Plant Management and Housing Maintenance	07/01/06 - 06/30/07	\$100,302	**	
Jaeckel, Andrea	Assistant Vice President for Administration and Finance	07/01/06 - 06/30/07	\$100,141	**	
Tierney, Karen	Manager, Recruitment and Labor Relations	07/01/06 - 06/30/07	\$68,648	**	
Wood, Michael D.	Director of Budget and Fiscal Planning	07/01/06 - 06/30/07	\$85,978	**	

\* Determined in accordance with the AFT Bargaining Unit Agreement

\*\* Determined by the Board of Trustees at the June 2006 meeting



BE IT RESOLVED, that the following actions are approved:

December 7, 2005

NAME	TITLE	EFFECTIVE DATES	CURRENT SALARY	*SALARY 07/01/06	INFORMATIONAL NOTES
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**STAFF REAPPOINTMENTS (Single Year) - continued**

**STUDENT AFFAIRS**

Clark, Kimberly I.	Assistant Director of Financial Aid	07/01/06 - 06/30/07	\$54,225	\$58,816	
Davis, John F.	Assistant Director of Housing and Residential Life	07/01/06 - 06/30/07	\$43,279	\$45,137	
Grant, Elaine M.	Director of Housing and Residential Life	07/01/06 - 06/30/07	\$87,047	**	
King, Christina L.	Complex Director, Housing IV	07/01/06 - 06/30/07	\$35,686	\$39,079	
Santana, Pedro J.	Associate Director of Housing and Residential Life	07/01/06 - 06/30/07	\$70,930	**	

\* Determined in accordance with the AFT Bargaining Unit Agreement

\*\* Determined by the Board of Trustees at the June 2006 meeting

## CONFERRING EMERITUS STATUS

BE IT RESOLVED, that the following actions are approved:

December 7, 2005

NAME	TITLE	EFFECTIVE DATES	INFORMATIONAL NOTES
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**CONFERRING EMERITUS STATUS**

Bean, Ralph J.	Professor Emeritus of Mathematics	07/01/06	
Birdwhistell, Joanne	Professor Emeritus of Philosophy and Asian Civilization	07/01/06	
Herlands, Charles	Professor Emeritus of Mathematics	07/01/06	
Yeager, Charles	Professor Emeritus of General Studies	07/01/06	

**SALARY ADJUSTMENT/TITLE CHANGE  
AND  
REASSIGNMENTS**

BE IT RESOLVED, that the following actions are approved:

December 7, 2005

NAME	EFFECTIVE TITLE	DATES	CURRENT SALARY	PROPOSED SALARY	INFORMATIONAL NOTES
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**SALARY ADJUSTMENT AND TITLE CHANGE**

Klein, Charles	Vice President for Administration and Finance	12/12/05 06/30/07	\$141,000	\$144,893 prorated	current multiyear appointment through 06/30/07
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**REASSIGNMENTS**

Leitner, Lewis	Executive Director of Management Training	01/07/06 06/30/06	\$96,143	\$113,065 prorated	Change from 10 month faculty to 12 month staff To retain tenure status
Posner, Israel	Executive Director of Corporate and Professional	01/07/06 06/30/06	\$79,104	\$95,685 prorated	Change from 10 month faculty to 12 month staff To retain tenure status

SABBATICAL LEAVES

BE IT RESOLVED, that the following actions are approved:

December 7, 2005

NAME	TITLE	EFFECTIVE DATES	TOPIC OF STUDY
<u>SABBATICAL LEAVES</u>			
Cerreto, Frank	Professor of Mathematics	Spring 2007	Beliefs and Practices of Teachers Educators and Pre-service Mathematics Teachers in Republic of Korea regarding Integration of Technology in Mathematics Education
Farrell, Stewart	Professor of Marine Science	Fall 2006 - Spring 2007	Storm Vulnerability Assessment of New Jersey's Dune System
Lee, Jung	Associate Professor of Instructional Technology	Spring 2007	Beliefs and Practices of Teachers Educators and Pre-service Mathematics Teachers in Republic of Korea regarding Integration of Technology in Mathematics Education
Lyons, Paul	Professor of Social Work	Spring 2007	Teaching about American Conservatism
Paul, Edward	Professor of Chemistry	Fall 2006 - Spring 2007	A Model of Chemical Mechanical Polishing: The Final Piece of the Puzzle
Smith, Linda	Associate Professor of Biology	Fall 2006 - Spring 2007	Natural Habitat and Biodiversity on Farmlands
Van Kuiken, Henry	Professor of Dance	Spring 2007	Creative Research in Dance History, Costume History and Costume Design
Werner, Ralph	Associate Professor of Biology	Spring 2007	Visiting Professor of Veterinary Physiology and Advisor at St. George's University School of Veterinary Medicine

BE IT RESOLVED, that the following actions are approved:

December 7, 2005

NAME	TITLE	EFFECTIVE DATES	INFORMATIONAL NOTES
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**RESIGNATIONS**

Brown, Tiffany L.	Complex Director, Housing IV	12/16/05	
Pagnani, Alexander	Complex Director	06/30/06	



THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

BOARD OF TRUSTEES

RESOLUTION

PERSONNEL ACTIONS

BE IT RESOLVED, that the following actions are approved:

December 7, 2005

NAME	TITLE	EFFECTIVE DATES	CURRENT SALARY	PROPOSED SALARY
<u>PRESIDENT'S OFFICE</u>				
Saatkamp, Jr., Herman J.	President and Tenured Professor of Philosophy	01/01/06 - 12/31/06	\$233,022	\$250,032

Organization Budget Status Report  
By Organization  
Period Ending June 30, 2006  
As of October 30, 2005

**Operational Budget**

REVENUE	Budget	Year to Date Revenues	% Realized
State Appropriation	\$ 25,165,000.00	9,169,458.33	36%
Central Appropriation*	13,144,887.00	2,621,535.47	20%
Undergraduate Tuition	30,563,712.00	15,767,551.33	52%
Graduate Tuition	2,256,000.00	978,592.00	43%
General Service Fee	4,408,704.00	2,210,309.00	50%
Technology Fee	1,469,568.00	749,054.00	51%
Capital Construction Fee	2,939,136.00	1,498,658.00	51%
Other Fees/Income	1,105,401.00	406,808.66	37%
Summer Gross Revenue	3,244,000.00	1,440,717.70	44%
Investment Income	900,000.00	575,000.00	64%
FY05 Carryforward	1,400,000.00		0%
<b>TOTAL REVENUE</b>	<b>\$ 86,596,408.00</b>	<b>\$ 35,417,684.49</b>	<b>41%</b>

\*Central Appropriation is estimated amount that state pays for fringe benefits. The college reimburses the state on quarterly basis for non-stated positions and auxiliaries enterprises.

**EXPENSES**

Organization Title	Budget	Year to Date Expenses	% Realized
President	\$ 3,190,583.71	692,059.86	22%
Academic Affairs	46,137,096.86	9,508,955.43	21%
Student Affairs	7,634,493.50	2,032,732.23	27%
Administration & Finance	7,191,444.22	1,894,677.16	26%
Institutional Advancement	1,376,311.11	261,353.54	19%
Plant	10,063,373.87	2,699,299.64	27%
Student Aid	2,873,115.00	946,338.50	33%
Inst. General	7,944,526.68	1,247,801.74	16%
Southern Regional Institute	185,463.04	50,956.62	27%
<b>TOTAL EXPENSES</b>	<b>\$ 86,596,408.00</b>	<b>\$ 19,334,174.72</b>	<b>22%</b>

**Auxiliaries Budget**

REVENUE	Budget	Year to Date Revenues	% Realized
Housing	11,583,743.00	6,264,532.68	54%
College Center	10,179,877.22	8,896,316.25	87%
Recreational Program	1,003,480.00	516,413.60	51%
	22,767,100.22	15,677,262.53	69%

**EXPENSES**

Organization Title	Budget	Year to Date Expenses	% Realized
Housing	11,154,994.59	3,475,450.41	31%
College Center	9,679,877.22	2,057,725.59	21%
Recreational Program	934,893.00	260,646.14	28%
	21,769,764.81	5,793,822.14	27%